



Meeting Minutes:

Date and Time of Meeting: November 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, November 20, 2014.

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

Members Absent:

Unexcused: Tara Dyer

Others Present:

MPH Staff and Others- Traci Kinsler, Administrator/Fiscal Director; Gwen Janeczek, Nursing Director; Katrina Harwood, WIC Director; Tyler Pigman, Environmental Health Director; Lisa Cook, Executive Administrative Assistant; Butch Winslow, DAC Chairperson

Public- None

Adoption of the Agenda:

Motion: To adopt the agenda of the November 20, 2014 Marion Board of Health meeting as presented.

Motion Made By: Scott Ballenger

Motion 2nd By: Butch Smith

Approved By Voice Vote

Minutes:

Motion: To approve the minutes of the October 23, 2014 Marion Board of Health meeting.

Motion Made By: Butch Smith

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 October.

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

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

Vital Statistics- Births in Marion: 71; Birth Certificates issued: 276; Deaths in Marion: 53; Death Certificates Issued: 175; Burial Permits: 41

Ralph Smith, our Emergency Preparedness Coordinator, has submitted a resignation letter effective December 31st. Mr. Quade and Traci are meeting with representatives from a couple of the surrounding counties to discuss possible collaboration with filling the position.

WIC:

Katrina Harwood presented the WIC report to include the October caseload was 2,047. Katrina also provided an update on the Nutrition Education Performance Metrics to include Low Hemoglobin, High Weight for Height and Inappropriate bottle/sippy cup use.

Population Health Report:

Gwen Janeczek presented updates on Ebola/Communicable Disease with Ohio currently monitoring or tracking 32 people. The staffing transitions are complete and the billing contractor's services will conclude at the end of the year.

The Notice of Award (NOA) for the CHC Grant was announced with Marion Public Health receiving \$95,000.00 for FY 2015. This represents a \$20,000.00 increase from FY 2014. This NOA represents the beginning of a new 5 year grant cycle for the local CHC Program.

Deb Schroll is kicking off a new program "Baby and Me, Tobacco Free" through CFHS grant. The grant will provide services and incentives to assist pregnant women to stop smoking.

Environmental Report

Food

Total inspections: 108

Number of inspections compared to the prior month: 168

ODH Food Survey 10/21 - 10/29

Schools

Total inspections: 14

Number of inspections compared to the prior month: +11

Wells

New Private Water System Permits: 2

Number of Permits the prior month: -11



Sewage Program

Undergoing changes in the program, meeting on 11/5

Regional forums, Newspaper article

We will be proctoring the sewage contractor test twice in December at MPH

Tyler serves on the Pool Rule Advisory Council which is in the process of revising the pool rules.

Tyler is requested the 2nd Reading of Proposed Fee Structure

Medical Director's Report:

Dr. Janchar was present.

Health Commissioner's Report:

The contract update was provided in advance due to Mr. Quade's involvement in the National APHA conference.

We have begun framing a placeholder strategic plan that will be completed with staff input to provide a map for 2015 as we go through the cycle of Community Health Assessment (2014) – Community Health Improvement Plan (first half 2015) – and Strategic Planning (second half of 2015).

President's Comments:

Board President, Angie Yazel reviewed the attendance policy as defined in the Board of Health By-laws. Angie asked for feedback from each member present on what steps should be taken once a board member misses 3 meetings.

Action Items:

Resolution: 2014-063

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

Resolution moved by: Dr. Patel

Seconded by: Scott Ballenger

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

Against: None

Abstentions: None

Disposition: Carried

Resolution: 2014-064

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

Resolution moved by: Butch Smith

Seconded by: Dr. Patel

For: Scott Ballenger; Dr. Patel; Butch Smith; Angie Yazel

Abstentions: Rob Lill



Disposition: Carried

Resolution: 2014-065

Whereas December 26, 2014 is the Friday following the Christmas holiday, and whereas time-sensitive essential services, i.e. the provision of burial permits, will be made available to our stakeholders, be it resolved that the Board of Health declares December 26, 2014 a paid holiday for all staff.

Resolution moved by: Butch Smith

Seconded by: Rob Lill

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

Against: None

Abstentions: None

Disposition: Carried

Resolution: 2014- 066

Be it resolved that the Board of Health approves to enter into a contract with Seneca County Health Department to receive funding to provide services as directed through the Immunization Action Plan grant. The total amount of the contract will be \$17,233.00

Resolution moved by: Dr. Patel

Seconded by: Scott Ballenger

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

Against: None

Abstentions: None

Disposition: Carried

Resolution: 2014-067

Whereas, the Board of Health of the Marion Public Health General Health District authorized the Health Commissioner and all Sanitarians of the Environmental Division with specific and immediate enforcement responsibilities under Chapter 901:3-4 of the Ohio Administrative Code in Resolution 2004-007, and

Whereas, the Ohio Department of Health recommends extending the specific and immediate enforcement responsibilities as specified under Chapter 3701-21-27 of the Ohio Administrative Code to the Health Commissioner and all Sanitarians of the Environmental Division;

THEREFORE BE IT RESOLVED that the Board of Health of the Marion Public Health General Health District hereby reconfirms authority of the Health Commissioner and his or her designees to cease equipment use and embargo food in a licensed retail food establishment and or a food service operation.

Resolution moved by: Scott Ballenger

Seconded by: Dr. Patel

For: Scott Ballenger; Dr. Patel; Butch Smith; Angie Yazel

Against: None

Abstentions: Rob Lill

Disposition: Carried



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

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:

**December 17, 2014 5:00pm in Conference Room 128 of Marion Public Health
located at 181 S. Main Street; Marion, OH 43302**