



Meeting Minutes:

Date and Time of Meeting: January 22, 2015 - 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, January 22, 2015.

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

Members Absent: Butch Smith

Others Present:

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

Public- Dick Lewis, Scott Township

Adoption of the Agenda:

Motion: To adopt the amended agenda of the January 22, 2015 Marion Board of Health meeting to include an Executive Session.

Motion Made By: Dr. Patel

Motion 2nd By: Scott Ballenger

Approved By Voice Vote

Minutes:

Motion: To approve the minutes of the December 17, 2014 Marion Board of Health meeting.

Motion Made By: Scott Ballenger

Motion 2nd By: Dr. Patel

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 December.

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

Contracts requiring board approval were included in the Board of Health packet.

Vital Statistics- Births in Marion: 59; Birth Certificates issued: 212; Deaths in Marion: 74; Death Certificates Issued: 216; Burial Permits: 39

Traci introduced the *True North – Pointed to Good Health Philosophy* and the adoption of the Director, Supervisor, and Staff Code of Conducts

Traci presented a 2010-2014 comparison of revenue, expenses, and ending balances along with strategies for moving forward.

Goal for 2015:

Be prepared to start of 2016 without the advance payment from city

Objectives:

Create clear expectations and strategies for spending grant dollars

Streamline staffing in nursing and EH

Reduce 1st quarter requirements

Slow down the rate of change to allow the budget to catch up/change at the same rate of speed

Plan for stabilization: where are we making the most impact and generating the most revenue

WIC:

Katrina Harwood presented the WIC report to include the December caseload was 2019 participants.

On the 1st Friday of each month there will be a mobile dentist clinic available for WIC children age 0-3.

WIC completed a 2 week Wait Time Assessment and the results show that the changes positive changes implemented have not increased the wait time for WIC clients.

The 2014 Ohio WIC Survey results reflected an overall experience with WIC staff rated as excellent: 95.1% (Marion), 87.1% (Ohio)

Population Health Report:

Abbey Trimble provided an update of the Personal Health activities:

Immunization Action Plan Grant notice of award has been received and we will work as a sub-grantee with Seneca County.



Elaine Lawson has agreed to serve as the Interim Director of Nursing with a plan to post the position in May. We do have one internal candidate interested in the position.

The Child & Family Health Services Grant application will be due March 2nd.

Eating Well Magazine will be interviewing Erin Creeden.

Environmental Report

Tyler Pigman provided the following program updates:

Food

Total inspections in December: 100

Number of inspections compared to the prior month: +20

Total number of violations in December: 68

Number of violations compared to previous month: +3

ODH Action Plan only involved one item- Addressing embargo powers to a Food Service Operation Facility, We only had it at a Retail Facility; The Board addressed this issue in November with Resolution #2014-067 MOU with Union County was signed; The EH Directors will "Audit" each other's staff as well each other

Sewage

Press Release went out this week

We will be having public Hearings in our county about implementing our O & M Program

Solid Waste

8 Solid Waste Hauler Companies Registered in December

25 Solid Waste Hauler Trucks were inspected

DKMM Annual Report submitted and the final payment of 2014 for \$4,297.90 will be processed to us this week

112 S. Green St in Morral

Medical Director's Report:

Dr. Janchar was present.

Health Commissioner's Report:

Thomas Quade provided the following updates:

Review of the Five Year Anniversary of the Consolidation:

Before and After Report was reviewed with John Jarvis from the *Marion Star* and the Marion Chamber.

One very small change post signatures was added to the contract to allow no more than 60 days if payment was requested.

Accreditation Progress:

Internal progress

ODH Site review

Site reviewer experience in Maryland will be very helpful as we proceed through the accreditation process.



Annual Report:

Photo at February Board Meeting
Report will include elements of performance management

The 2015 Board CE DVD is available.

The annual review of the Policy Manual is complete and the board will be asked to approve the updates/changes as presented.

President's Comments:

Angie Yazel has been re-appointed to serve the board. The Annual DAC meeting is March 4th at 6:00.

Action Items:

Resolution: 2015-001

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; Rob Lill; Dr. Patel; Laurie Wise; Angie Yazel

Against: None

Abstentions: None

Disposition: Carried

Resolution: 2015-002

Be it resolved that the Board of Health does hereby approve the translation services contract with Chantelle Blackburn not to exceed \$1,000.00.

Resolution moved by: Dr. Patel

Seconded by: Laurie Wise

For: Scott Ballenger; Tara Dyer; Rob Lill; Dr. Patel; Laurie Wise; Angie Yazel

Abstentions: None

Disposition: Carried

Resolution: 2015-003

Be it resolved that the Board of Health does hereby approve the maintenance contract with Ralph Smith at \$22.00 per hour with a maximum of 8 hour per week.

Resolution moved by: Laurie Wise

Seconded by: Tara Dyer

For: Scott Ballenger; Tara Dyer; Rob Lill; Dr. Patel; Laurie Wise; Angie Yazel

Against: None

Abstentions: None

Disposition: Carried



Resolution: 2015-004

Be it resolved that the Board of Health does hereby approve the revisions to the Marion Public Health Policy Manual as presented.

Resolution moved by: Scott Ballenger

Seconded by: Dr. Patel

For: Scott Ballenger; Tara Dyer; Rob Lill; Dr. Patel; Laurie Wise; Angie Yazel

Against: None

Abstentions: None

Disposition: Carried

Resolution: 2015- 0005

The 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: Scott Ballenger

Seconded by: Rob Lill

Roll Call For: Scott Ballenger; Tara Dyer; Rob Lill; Dr. Patel; Laurie Wise; 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:

**February 19, 2015 5:00pm in Conference Room 128 of Marion Public Health
located at 181 S. Main Street; Marion, OH 43302**