



Meeting Minutes:

Date and Time of Meeting: March 19, 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, March 19, 2015.

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

Members Absent: None

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; Kristy Lee, Public Health Nurse; Butch Winslow, DAC Chairperson

Adoption of the Agenda:

Motion: To adopt the agenda of the March 19, 2015 Marion Board of Health meeting.

Motion Made By: Scott Ballenger

Motion 2nd By: Rob Lill

Approved By Voice Vote

Minutes:

Motion: To approve the minutes of the February 19, 2015 Marion Board of Health meeting.

Motion Made By: Tara Dyer

Motion 2nd By: Dr. Patel

Approved By Voice

2015 Board Reorganization:

Resolution: 2015-013

Be it resolved that the District Board of Health does hereby elect Angela Yazel as the 2015 President of the Marion Public Health Board.

Motion Made By: Scott Ballenger

Motion 2nd By: Rob Lill

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

Abstain: Angie Yazel



Against: None
Motion Carried

Resolution: 2015-014

Be it resolved that the District Board of Health does hereby elect Rob Lill as the 2015 Vice-President of the Marion Public Health Board.

Motion Made By: Scott Ballenger

Motion 2nd By: Dr. Patel

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

Against: None

Abstain: Rob Lill

Motion Carried

Resolution: 2015-015

Be it resolved that the District Board of Health does hereby set the date and time for board meetings as the 3rd Thursday of each month at 5:00 pm in the conference room of Marion Public Health located at 181 S. Main Street.

Motion Made By: Dr. Patel

Motion 2nd By: Rob Lill

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

Against: None

Motion Carried

Butch Smith arrived

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 February.

Traci Kinsler presented the bills and financial transactions for board consideration. Traci provided additional review of the fiscal operations and reports.

The board reviewed the reimbursable travel requests and noted that there was a difference of the reimbursement request for the same conference for Abbey and Erin C. This was due to the one request being submitted later which indicated that the mileage reimbursement was to be split between the 2 grants. Erin's request amount should have been decreased to reflect the split.

Traci provided an update on building issues. Furnace #1 could not be repaired and was replaced. There is a heating/cooling issue on 2nd floor that is being investigated. More information will be available as soon as a quote is received. The Public Health Facility fund does have a reserve available for building maintenance and repair.



The board reviewed the 2016 Marion Public Health Budget. Traci broke down the General Fund revenue sources and expenses and discussed the strategies to grow revenue and be more efficient to cover expenses through 2015 and 2016. Traci suggested possible strategies may be realigning the Leadership Team to allow for them to be more successful in growing their programs and put a focus on improving the programs we currently offer before exploring any additional opportunities.

Vital Statistics- Births in Marion: 80; Birth Certificates issued: 354; Deaths in Marion: 40; Death Certificates Issued: 163; Burial Permits: 30

WIC:

Katrina Harwood presented the WIC report to include the February caseload was 1978 participants.

To meet the 24 hours per week budget for breastfeeding support, WIC is adding a 10 hour per week Breastfeeding Peer Helper starting March 23rd.

WIC received OLCA grant to promote Breastfeeding Awareness Month activities.

ODH completed a WIC Management Evaluation which assessed and evaluated performance monitoring and quality improvement. WIC received a very positive evaluation.

Katrina is requesting the board approve the use of facility contract with Smile Care, LLC. This will provide dental care services for children under 3.

Project 197 received a \$300.00 grant reward from Kitchen Gardeners International to increase access to healthy foods through our edible landscaping at 197.

Population Health Report:

Abbey Trimble provided an update of the Personal Health activities. One focus of the Nursing staff is developing a better strategy for back to school immunizations.

There will be a Lead Poisoning Prevention Community Forum on Tuesday, April 7 at 6:15pm (Marion Centre Mall Community Room). Abbey invited the board members to attend the forum.

Marion Public Health will be participating in a Community Health Assessment Meeting with Community Public Health System partners on Monday, April 6

Environmental Report

Tyler Pigman has asked Brandon Atwood, our new Sanitarian-In-Training, to attend the April board meeting.

Tyler provided Food Program updates:

65 Vending Machine inspections were completed and 2 businesses out of 372 are late with their 2015 license renewal. The EH staff will be making personal contact with those establishments.

There was a water main break in the Prospect area which affected 8 food businesses. The EH staff reached out to the 8 businesses with guidelines for the operation of their business during the water supply shut down as well as once the water is restored.



Tyler will be asking the board to approve the 2015 Mowing Services Contract with Rodney Banks. This is non-exclusive contract so there may be additional contract approval requests as the season begins.

Tyler will be asking the board to approve the service contract for the Sewage Treatment System Appeals Board with the Delaware General Health District.

Medical Director's Report:

Dr. Janchar was not present.

Health Commissioner's Report:

Thomas Quade provided the following updates:

Mr. Quade requested the board approve the contract with the Marion County Commissioners and the Ohio Health Marion Area Physicians Pulmonology Department. This is for services of the County TB Control Program.

The Annual District Advisory Council Meeting was held on March 4th. The 2015 Annual Report was presented and Scott Ballenger was reappointed to serve the board of health. The board requested the annual report include carryover figures.

Mr. Quade presented the Community Health Planning Process. There are 3 foundational pieces that every health department has to do (see attached slides):

- Community Health Assessment (2015-2019)
- Community Health Improvement Plan (2015-2019)
- Strategic Plan:
 - Operational Strategic Plan (2015-2019)
 - Programmatic Strategic Plan (2016-2020)

President's Comments:

No additional comments at this time.

Action Items:

Resolution: 2015-016

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: Butch Smith

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

Against: None

Abstentions: None

Disposition: Carried



Resolution: 2015-017

Be it resolved that the Board of Health does hereby approve the reimbursable travel expenses as presented.

Resolution moved by: Dr. Patel

Seconded by: Tara Dyer

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

Abstentions: None

Disposition: Carried

Resolution: 2015-018

Be it resolved that the Board of Health does hereby approve the contract with Smile Care, LLC for use of MPH facility for their mobile dental clinic.

Resolution moved by: Tara Dyer

Seconded by: Scott Ballenger

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

Against: None

Abstentions: None

Disposition: Carried

Resolution: 2015-019

Be it resolved that the Board of Health does hereby approve the contract between Marion Public Health, the Board of Marion County Commissioners and Ohio Health Marion Area Physicians, Pulmonology department.

Resolution moved by: Laurie Wise

Seconded by: Dr. Patel

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

Against: None

Abstentions: None

Disposition: Carried

Resolution: 2015-020

Be it resolved that the Board of Health does hereby approve the contract with the Delaware General Health District for Sewage Treatment System Appeals Board Appointee.

Resolution moved by: Scott Ballenger

Seconded by: Rob Lill

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

Against: None

Abstentions: None

Disposition: Carried

Resolution: 2015-021

Be it resolved that the Board of Health does hereby approve the 2015 Mowing Season Contract with Rodney Banks.



Resolution moved by: Butch Smith

Seconded by: Scott Ballenger

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

Against: None

Abstentions: None

Disposition: Carried

Resolution: 2015-022

Be it resolved that the Board of Health does hereby approve the 2016 Marion Public Health Budget as proposed.

Resolution moved by: Rob Lill

Seconded by: Dr. Patel

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

Against: None

Abstentions: None

Disposition: Carried

Resolution: 2015- 023

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: Tara Dyer

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

Against: None

Abstentions: None

Disposition: Carried

The Board of Health entered into Executive Session at 6:45.

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:

**April 16, 2015 5:00pm in Conference Room 128 of Marion Public Health
located at 181 S. Main Street; Marion, OH 43302**