



OPENING SESSION

Date and Time of Meeting:

January 18, 2018 - 5:00pm

Type of Meeting:

Regular Meeting of the Marion Public Health Board

Meeting Called to Order:

Laurie Wise called the meeting of the Board of Health of Marion Public Health to order at 5:00 pm on Thursday, January 18, 2018. President Wise welcomed Mike Thomas as the new member to the Board of Health

Roll Call- Members Present:

Scott Ballenger; Tara Dyer; Dr. Patel; Dick Steven; Mike Thomas; Mick Williams; Laurie Wise

Members Absent:

None

Others Present:

Thomas Quade, Health Commissioner; Traci Kinsler, Director Office of Policy & Planning/Fiscal Director; Katrina Harwood, Director of Maternal and Child Health; Kelly Engelhart, Director of Nursing; Tyler Pigman, Director of Environmental Health; Dr. Janchar, Medical Director; Lisa Cook, Executive Administrative Assistant; Butch Winslow, DAC Chairperson; Ray Grogan, Marion County Prosecutor; and Dave Stamolis, Marion County Assistant Prosecutor

Adoption of the Agenda:

Motion: To adopt the agenda of the January 18, 2018 Marion Board of Health Meeting.

Motion Made By: Tara Dyer

Motion 2nd By: Dick Steven

Discussion: None

Approved By Voice Vote

Approval of Minutes:

Motion: To approve the minutes of the November 30, 2017 Marion Board of Health meeting.

Motion Made By: Mick Williams

Motion 2nd By: Scott Ballenger

Discussion: Mr. Quade noted that the official minutes from the January 18, 2018 meeting will be amended at the Board's request to reflect the discussion on pursuing reimbursement of the overage spent on the City Ordinance Enforcement Contract in the amount of approximately \$3,900.

Approved By Voice Vote



INFORMATION SESSION

Forum for Public Comment:

There was no public comment.

Information Only Items (Not Requiring Board of Health Action):

Division of Public Health Nursing: Kelly Engelhart & Dr. Janchar: (All reports are included in the meeting packet)

- Dr. Janchar reviewed flu activity in Marion County and reported there have been 47 hospital admissions in January and 1 death. Kelly added that the health department is required to report hospitalizations, pediatric deaths and outbreaks. There are currently 6 outbreaks in area long-term care facilities. Since December the health department has been working with the facilities to provide prevention education.
- The Needle Exchange Program has been in effect for one year. We have had 7 unduplicated clients with over 1000 syringes collected.
- The 2017 Communicable Disease Report was presented.
- The Sexual Health Clinic will be expanding clinic service to 2 days per week.
- Rachel Hill joined the Nursing Division in December. With this addition, the Nursing Division is fully staffed.
- We received an 18-month Naloxone Expansion grant to partner with MACC and Mary Haven to become distribution sites. The grant is for \$14,250.00 with a distribution requirement of 450 doses

Division of Maternal and Child Health: Katrina Harwood

- The Moms Quit for Two grant application is in process. This is a non-competitive grant cycle and full funding is expected.

Division of Environmental Health: Tyler Pigman

- Tyler provided an update on the 1st quarter Radon Grant activity.
- Mr. Quade opened the floor to discuss the letter received from Mr. Tom Robbins, City Service Director regarding nuisances within the City limits of Marion. Mr. Quade shared his response, stating that Marion Public Health remains committed to following Ohio Revised Code and will continue to work with the County Prosecutor's Office who is our legal representation to assure that our interpretation of the ORC is accurate. Mr. Stamolis provided his legal opinion on the ORC sections Mr. Robbins referenced in his letter and stated that, on its own, the Board of Health does not have legal authority to prosecute a City nuisance complaint or ordinance violation. Marion Public Health will continue to use other sources of funding to pursue solid waste issues that pose a public health threat and will address certain housing issues that also pose a public health threat.
- Tyler provided an overview of a situation concerning the Village of Waldo Park where an unpermitted and undocumented septic tank collapsed after a private contractor truck drove over it. Tyler worked with Village Officials to obtain the proper permits and the matter was resolved.
- The EH Staff and Mr. Quade have worked together to visit every political jurisdiction (Townships, Cities, and Villages) in Marion County.

Office of Policy and Planning: Traci Kinsler

- Branding Update: Since January 1st we have been promoting the new logo and the new website is now live. The website is designed to be user friendly with easy access to file complaints, send emails, and submit resumes and much more. The look of the front of the building will be changing with new lighting and signs.



- Roof Update: The legal ad seeking bids for the roof and HVAC replacement will run January 19th and 25th. The current plan is for the work to begin in March.

Items Presented for Board Consideration/Action:

Fiscal Activity: (All fiscal reports are included in the meeting packet)

- Traci Kinsler presented a summary of Financial Transactions and Payment of Bills
- Traci Kinsler reviewed the End of Year 2017 Fiscal Report.

Reimbursements:

- Katrina Harwood presented a request for Mileage reimbursement for \$40 for a training.

Contracts:

- Tyler Pigman presented a request to extend a contract with Mr. Tedrick to provide ServSafe Training in an amount not to exceed \$20,000
- Kelly Engelhart presented a request to revise a contract with Franklin County HD regarding the Medical Reserve Corps.
- Kelly Engelhart presented a request to revise a contract with Union County HD to include compensation for MPH clerical support.
- Tom Quade presented a request for authorization to enter into a contract with the Ohio Department of Health which would provide MPH with approximately \$15,000 to transition from 5 to 3-year CHA cycle.
- Tyler Pigman presented a request to enter into an agreement with the EPA Water Pollution Control Loan Fund Assistance program.
- Traci Kinsler presented a request to enter into a contract to have a consultant conduct a Personnel Policies Internal Audit.
- Mr. Quade updated the board on the request to the City of Marion for the overage of the City Ordinance Enforcement Contract expenditures. Mr. Quade drafted a letter requesting reimbursement in an effort to pursue compensation for program overages per the request of the Board at the November meeting. Earlier in the meeting, Mr. Stamolis from the County Prosecutor's office stated that the letter was appropriate and saw no problem in sending it.

Regulatory Action:

- Tyler Pigman requested that the property at 1198 Woodbine Ave., Marion be declared a public health nuisance.

Policy / Planning:

- Traci Kinsler presented a summary of the 2017 Coordinated Public Transit Human Services Transportation Plan and requested authorization for the Health Commissioner to sign the plan
- Tom Quade presented a summary of the changes appearing in the 2018 MPH Policy Manual and requested that the board approve the 2018 Policy Manual.

Medical Director's Report: No additional report.

Health Commissioner's Report: No additional report

President's Comments:

Board President Wise revisited the City Code Enforcement Contract overage issue. She indicated her reticence to sign and send the letter, stating that it was not her understanding that the city offered to cover the increased cost without prior negotiation. Because written notice was not submitted to the City in October, the majority of the board agreed that the next step in pursuing reimbursement will be to have President Wise reach out to the



Mayor's Office to arrange a meeting to see if a reasonable resolution could be reached. Tara Dyer added that Board allegiance must remain with the work of the health department.

WORKING SESSION

Action Items:

Resolution # 2018-01-01: Be it resolved that the District Board of Health approves the financial transactions and payment of bills as presented in the information session.

Motion Made By: Scott Ballenger

Seconded by: Dick Steven

Discussion: None

For: Scott Ballenger; Tara Dyer; Dr. Patel; Dick Steven; Mike Thomas; Mick Williams; Laurie Wise

Against: None

Abstentions: None

Disposition: Carried

Resolution # 2018-01-02: Be it resolved that the District Board of Health approves the payment of reimbursable expenses as presented in the information session.

Motion Made By: Dr. Patel

Seconded by: Mick Williams

Discussion: None

For: Scott Ballenger; Tara Dyer; Dr. Patel; Dick Steven; Mike Thomas; Mick Williams; Laurie Wise

Against: None

Abstentions: None

Disposition: Carried

Resolution # 2018-01-03: Be it resolved that the District Board of Health approves the 2017 Coordinated Transportation Plan as presented in the information session and authorizes the Health Commissioner to sign the plan on behalf of the Board.

Motion Made By: Dick Steven

Seconded by: Mick Williams

Discussion: None

For: Scott Ballenger; Tara Dyer; Dr. Patel; Dick Steven; Mike Thomas; Mick Williams; Laurie Wise

Against: None

Abstentions: None

Disposition: Carried

Resolution # 2018-01-04: Be it resolved that the District Board of Health approves the 2018 Marion Public Health Personnel Manual as presented in the information session.

Motion Made By: Dr. Patel

Seconded by: Scott Ballenger

Discussion: None

For: Scott Ballenger; Tara Dyer; Dr. Patel; Dick Steven; Mike Thomas; Mick Williams; Laurie Wise

Against: None

Abstentions: None

Disposition: Carried



Resolution # 2018-01-05: Be it resolved that the District Board of Health hereby declares 1198 Woodbine Ave in Marion Township a public health nuisance and does hereby approve forwarding the owner(s) and or persons with legal interest in the property for prosecution if owner fails to comply with the orders of the Board of Health.

Motion Made By: Scott Ballenger

Seconded by: Tara Dyer

Discussion: None

For: Scott Ballenger; Tara Dyer; Dr. Patel; Dick Steven; Mike Thomas; Mick Williams; Laurie Wise

Against: None

Abstentions: None

Disposition: Carried

Resolution # 2018-01-06: Be it resolved that the District Board of Health authorizes the Health Commissioner to extend an existing contract with Mr. Mike Tedrick to provide ServSafe training in an amount not to exceed \$20,000 as presented in the information session.

Motion Made By: Mick Williams

Seconded by: Dick Steven

Discussion: None

For: Scott Ballenger; Tara Dyer; Dr. Patel; Dick Steven; Mike Thomas; Mick Williams; Laurie Wise

Against: None

Abstentions: None

Disposition: Carried

Resolution # 2018-01-07: Be it resolved that the District Board of Health authorizes the Health Commissioner to amend the term of an existing contract with Franklin County Public Health as presented in the information session.

Motion Made By: Scott Ballenger

Seconded by: Mick Williams

Discussion: None

For: Scott Ballenger; Tara Dyer; Dr. Patel; Dick Steven; Mike Thomas; Mick Williams; Laurie Wise

Against: None

Abstentions: None

Disposition: Carried

Resolution # 2018-01-08: Be it resolved that the District Board of Health authorizes the Health Commissioner to amend an existing contract with Union County Public Health to permit compensation paid to Marion Public Health for intermittent clerical support as presented in the information session.

Motion Made By: Mick Williams

Seconded by: Dr. Patel

Discussion: None

For: Scott Ballenger; Tara Dyer; Dr. Patel; Dick Steven; Mike Thomas; Mick Williams; Laurie Wise

Against: None

Abstentions: None

Disposition: Carried

Resolution # 2018-01-09: Be it resolved that the District Board of Health authorizes the Health Commissioner to enter into and execute a contract with the Ohio Department of Health in which Marion Public Health will be paid \$15,380 to transition from a five-year cycle to a three-year cycle for the Community Health Assessment (CHA) as presented in the information session.



Motion Made By: Dick Steven

Seconded by: Mick Williams

Discussion: None

For: Scott Ballenger; Tara Dyer; Dr. Patel; Dick Steven; Mike Thomas: Mick Williams; Laurie Wise

Against: None

Abstentions: None

Disposition: Carried

Resolution # 2018-01-10: Be it resolved that the District Board of Health authorizes the Health Commissioner to enter into and execute a contract with People Resource Management to conduct an internal compliance audit of personnel policies for an amount not to exceed \$5,500 as presented in the information session.

Motion Made By: Scott Ballenger

Seconded by: Mick Williams

Discussion: None

For: Scott Ballenger; Tara Dyer; Dr. Patel; Dick Steven; Mike Thomas: Mick Williams; Laurie Wise

Against: None

Abstentions: None

Disposition: Carried

Resolution # 2018-01-11: Be it resolved that the District Board of Health authorizes the Health Commissioner to enter into the EPA Water Pollution Control Loan Fund Assistance Agreement to repair, replace failing septic systems or tie them in to public sewer in the amount of \$200,000 with a limit of \$100,000 to be spent on tie-ins as presented in the information session.

Motion Made By: Dr. Patel

Seconded by: Dick Steven

Discussion: Scott asked if the amount limited for tie-ins was included in last year's grant. Tyler indicated yes.

For: Scott Ballenger; Tara Dyer; Dr. Patel; Dick Steven; Mike Thomas: Mick Williams; Laurie Wise

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 15, 2018 5:00pm in Conference Room 128

Marion Public Health

181 S. Main Street, Marion, OH 43302\