



**OPENING SESSION**

**Date and Time of Meeting:**

October 18, 2018 - 5:10pm

**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 5:10 pm on Thursday, October 18, 2018.

**Roll Call- Members Present:**

Tara Dyer; Dr. Patel; Dick Steven; Mike Thomas; Laurie Wise

**Members Absent:**

Rob Lill - Excused

Mick Williams - Excused

**Others Present:**

Traci Kinsler, Director of Office of Policy & Planning/Fiscal Director; Lisa Cook, Fiscal Coordinator; Rachel Hill, Director of Nursing; Tyler Pigman, Director of Environmental Health; Thaddeaus Carter, MPH; Butch Winslow, DAC Chair. Please note that Mr. Quade, Health Commissioner was teleconferenced into the meeting.

Guests: Dan Neidig, Citizen; Megan and Carl Thompson- 8134 Wildcat Pike in La Rue, OH; Hasan Karim, Marion Star

**Agenda:**

**Opening Session**

- Roll Call and establishment of quorum
- Adoption of the agenda (Vote)
- Approval of previous minutes (Vote)

**Information Session (No Voting)**

- Public Comment
- Information Only Items
- Information for Action Items
- Leadership Comments

**Work Session**

- Voting on action items

**Executive Session**

- Personnel contract

**Adoption of the Agenda:**

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



**Motion Made By:** Mike Thomas  
**Motion 2nd By:** Dr. Patel  
**Discussion:** None  
**Approved By Voice Vote**

**Approval of Minutes:**

**Motion:** To approve the minutes of the September 20, 2018 Regular Marion Board of Health meeting.

**Motion Made By:** Dick Steven  
**Motion 2nd By:** Tara Dyer  
**Discussion:** None  
**Approved By Voice Vote**

**INFORMATION SESSION**

**Forum for Public Comment:**

Megan and Carl Thompson- 8134 Wildcat Pike in La Rue, OH provided an overview of the time line resulting in the prosecution request against their property and the sewage treatment system installer contracted to do the work at their property. Tyler Pigman further explained the health department's involvement and how his division has worked with the Thompson's and the State to best resolve this situation for the homeowners. The Thompsons are in support of this prosecution request as it is the first step to filing a bond claim against the installer.

Mike Thomas requested the board take action on this request at this time:

**Resolution#2018-10-81:** Be it resolved that the District Board of Health, after considering the information presented in attachment #8, hereby declares 8134 Wildcat Pike in La Rue, OH in violation of OAC 3701-29 and does hereby approve forwarding the sewage treatment system installer and or persons with legal interest for prosecution if they fail to comply with the orders of the Board of Health.

**Motion Made by:** Mike Thomas  
**Seconded by:** Dr. Patel  
**Discussion:** None  
**For:** Tara Dyer; Dr. Patel; Dick Steven; Mike Thomas; Laurie Wise  
**Against:** None  
**Abstentions:** None  
**Disposition:** Carried

Traci Kinsler introduced Thaddeaus Carter as our new Administrative Support Professional I/Vitals Statistics Registrar.

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

**Public Health Nursing**

Rachel Hill reviewed the Communicable Disease Report.



Updated Organizational Chart  
Maternal and Child Health to move into Nursing Division  
Rachel Hill - Nursing Director  
Nursing Staff – Hannah Beltz and Savannah Wurthmann  
WIC Supervisor position – Jessica Woods

**Other**  
rd

3 Quarter Performance Management Report

**Items Presented for Board Consideration/Action:**

**Fiscal Activity:**

Financial Transactions and Payment of Bills (attachment #1)

**Policy and Planning:**

Administrative Support Professional I and II (attachment #2)

WIC Supervisor Position (attachment #3)

Thaddeaus Carter as Registrar (attachment #4)

2019 Holiday Schedule (attachment #5)

**Reimbursements:**

Mileage – Madison Shuret – ODH Training (attachment #6)

**Environmental Health:**

Tyler Pigman reviewed the Proposed 2019 fee schedule and requested the 1<sup>st</sup> Reading of proposed 2019 fee schedule (attachment #7). Dick Steven will represent the board at the Public Hearings for the proposed fee schedule.

8134dcat Pike, La Rue (attachment #8): presented in Open Forum

**Executive Session:**

Personnel Contract

**Medical Director's Report:** No additional report.

**Health Commissioner's Report:** No additional report

**President's Comments:** No additional report

**WORKING SESSION**

**Action Items:**

**Resolution#2018-10-74:** Be it resolved that the District Board of Health approves the financial transactions and payment of bills as presented in attachment #1.



**Motion Made by:** Mike Thomas

**Seconded by:** Dr. Patel

**Discussion:** None

**For:** Tara Dyer; Dr. Patel; Dick Steven; Mike Thomas; Laurie Wise

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Resolution#2018-10-75:** Be it resolved that the District Board of Health hereby authorizes the creation of one (1) Administrative Support Professional I and two (2) Administrative Support Professional II as presented in attachment #2.

**Motion Made by:** Dr. Patel

**Seconded by:** Dick Steven

**Discussion:** None

**For:** Tara Dyer; Dr. Patel; Dick Steven; Mike Thomas; Laurie Wise

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Resolution#2018-10-76:** Be it resolved that the District Board of Health hereby authorizes the creation of one (1) WIC Supervisor position as presented in attachment #3.

**Motion Made by:** Tara Dyer

**Seconded by:** Dr. Patel

**Discussion:** None

**For:** Tara Dyer; Dr. Patel; Dick Steven; Mike Thomas; Laurie Wise

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Resolution#2018-10-77:** Be it resolved that the District Board of Health, after considering the information presented in attachment #4, hereby appoints Thaddeaus Carter as the Vital Records Registrar for Marion County, Ohio.

**Motion Made by:** Dr. Patel

**Seconded by:** Dick Steven

**Discussion:** None

**For:** Tara Dyer; Dr. Patel; Dick Steven; Mike Thomas; Laurie Wise

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Resolution#2018-10-78:** Be it resolved that the District Board of Health approves the 2019 holiday schedule as presented in attachment #5.

**Motion Made by:** Mike Thomas

**Seconded by:** Dick Steven

**Discussion:** None



**For:** Tara Dyer; Dr. Patel; Dick Steven; Mike Thomas; Laurie Wise  
**Against:** None  
**Abstentions:** None  
**Disposition:** Carried

**Resolution#2018-10-79:** Be it resolved that the District Board of Health approves the payment of all reimbursable travel expenses as presented in attachment #6.

**Motion Made by:** Dr. Patel  
**Seconded by:** Dick Steven  
**Discussion:** None  
**For:** Tara Dyer; Dr. Patel; Dick Steven; Mike Thomas; Laurie Wise  
**Against:** None  
**Abstentions:** None  
**Disposition:** Carried

**Resolution#2018-10-80:** Be it resolved that the District Board of Health does hereby present the first reading of the 2019 Proposed Environmental Health Fees as presented in attachment #7.

**Motion Made by:** Dr. Patel  
**Seconded by:** Dick Steven  
**Discussion:** None  
**For:** Tara Dyer; Dr. Patel; Dick Steven; Mike Thomas; Laurie Wise  
**Against:** None  
**Abstentions:** None  
**Disposition:** Carried

**Resolution#2018-10-82:** Be it resolved that the Board of Health will enter into Executive Session 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.

**Roll Call For:** Tara Dyer-yes; Dr. Patel-yes; Dick Steven-yes; Mike Thomas-yes; Laurie Wise-yes  
**Against:** None  
**Abstentions:** None  
**Disposition:** Carried

Executive Session was closed at 6:38 pm and the teleconference call with Mr. Thomas Quade was ended.

**Resolution#2018-10-83:** Be it resolved that the Board of Health will reconvene to open session.

**Roll Call For:** Tara Dyer-yes; Dr. Patel-yes; Dick Steven-yes; Mike Thomas-yes; Laurie Wise-yes  
**Against:** None  
**Abstentions:** None  
**Disposition:** Carried



Others present for the return to open session: Hassan Karim, Marion Star Reporter was present and was interested in the board's plans for securing a new health commissioner.

Laurie Wise, Board President, summed up plans to form a subcommittee of no more than 3 board members to oversee the search for a new health commissioner and evaluate all applications received for the position. Laurie Wise and Dick Steven volunteered to sit on the subcommittee and it was agreed that the 3<sup>rd</sup> person should be appointed/suggested by the DAC for equal representation. Traci Kinsler will place the ad for a new commissioner along with the job description of the health commissioner with the Association of Ohio Health Commissioners (AOHC) as well as with the Ohio Public Health Association (APHA).

**Adjournment:**

Having no further business, the meeting was adjourned at 7:05 pm.

Minutes respectfully prepared by Lisa Cook, Fiscal Coordinator, and submitted by Thomas Quade, Health Commissioner

**NEXT MEETING OF THE MARION PUBLIC HEALTH BOARD:**  
November 15, 2018 5:00pm in Conference Room 128  
Marion Public Health  
181 S. Main Street, Marion, OH 43302