



## **OPENING SESSION**

### **Date and Time of Meeting:**

November 21, 2019 - 5:00pm

### **Type of Meeting:**

Regular Meeting of the Marion Public Health Board

### **Meeting Called to Order:**

Rob Lill called the meeting of the Board of Health of Marion Public Health to order at 5:00pm on Thursday, November 21, 2019.

### **Roll Call- Members Present:**

Rob Lill; Dr. Patel; Mike Thomas; Mick Williams; Laurie Wise

Note: Tara Dyer and Christine arrived after roll call.

### **Members Absent:**

None

### **Others Present:**

Traci Kinsler, Health Commissioner; Tyler Pigman, Director of Environmental Health; Jessica Woods, Director of WIC; Lisa Cook, Fiscal Coordinator

### **Guests Present:**

Mike Tedrick

### **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

### **Adoption of the Agenda:**

**Motion:** To adopt the agenda of the November 21, 2019 Marion Board of Health Meeting:

**Motion Made By:** Mike Thomas

**Motion 2nd By:** Mick Williams

**Discussion:** None

**Approved By Voice Vote**

### **Approval of Minutes:**



**Motion: To approve the minutes of the October 17, 2019 Regular Marion Board of Health meeting.**

**Motion Made By:** Mick Williams

**Motion 2nd By:** Dr. Patel

**Discussion:** None

**Approved By Voice Vote**

## **INFORMATION SESSION**

**Forum for Public Comment:** None

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

#### **Health Commissioner:**

State Audit Update- the only issues were in a couple of County Auditor formula processes and spreadsheet column placement and both were discussed with the Marion County Auditor's Office. Laurie Wise stated that she would have liked to have had an exit interview with the State Auditor. Once the audit report is complete, the board requested a resolution stating they acknowledge receipt of the final audit report.

#### **Public Health Nursing:**

Nursing Services Update

**Environmental Health:** No report

#### **WIC:**

The WIC Division had the privilege of being the 1<sup>st</sup> division to work with Andrew Chwalik to create a video showcasing the work of the WIC clinic.

2019 On-site Mobile Dentist statistics: average 17-28 per clinic with 97 children seen in the 5 clinics YTD. The dental clinic reinforces the nutrition messages the families hear during the WIC appointment.

### **Items Presented for Board Consideration/Action (See Action Item Summary Report):**

#### **Health Commissioner/Fiscal Activity:**

Approve Financial Transactions & Payment of Bills as Presented

Approve 6 Contracts: 2020 MMO health insurance contribution rates; Barr Construction-siding; Ground Guys-snow removal; Clear Impact- training; Spectrum-cable, phone, internet package; ODH- MAC program

Approve Employee Recognition Policy

**Population Health/Public Health Nursing:** None

#### **Environmental Health:**

Second Reading of the 2020 Proposed Environmental Health Fee Schedule: Note- the Private Water Alteration Permit fee is being reduced from \$300.00 to \$295.00

Amendment of Chapter 4 of the Official Sanitary Code of Marion Public Health General Health District

Mike Tedrick ServSafe Managerial Food Safety Training Contract Renewal



Enter into Contract with HealthSpace for EH inspection software

Renewal of the DKMM Solid Waste Contract

**WIC:** None

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

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

### **WORKING SESSION**

#### **Action Items:**

**Resolution#2019-11-51:** Be it resolved that the District Board of Health approves the financial transactions and payment of bills as presented.

**Motion Made By:** Mick Williams

**Seconded By:** Mike Thomas

**Discussion:** None

**For:** Tara Dyer; Rob Lill; Christine Mattix; Dr. Patel; Mike Thomas; Mick Williams; Laurie Wise

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Resolution#2019-11-52:** Be it resolved that the District Board of Health hereby amends "Chapter 4 Garbage and Refuse" of the Official Sanitary Code of the Marion Public Health General Health District as stated in attachment 1.

**Motion Made By:** Dr. Patel

**Seconded By:** Laurie Wise

**Discussion:** None

**For:** Tara Dyer; Rob Lill; Christine Mattix; Dr. Patel; Mike Thomas; Mick Williams; Laurie Wise

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Resolution#2019-11-53:** Be it resolved that the District Board of Health hereby approves the Health Commissioner to enter into and execute a contract with Mike Tedrick to provide ServSafe Managerial training for the clients of Marion Public Health at a rate not to exceed \$85.00 per person for a total amount not to exceed \$10,000.00 to be paid by the training participants. (attachment 1)

**Motion Made By:** Mick Williams

**Seconded By:** Mike Thomas

**Discussion:** None

**For:** Tara Dyer; Christine Mattix; Dr. Patel; Mike Thomas; Mick Williams; Laurie Wise

**Against:** None



**Abstentions:** Rob Lill  
**Disposition:** Carried

**Resolution#2019-11-54:** Be it resolved that the District Board of Health hereby authorizes the Health Commissioner to enter into and execute a 5-year contract with HealthSpace USA Inc. for Environmental Health inspection software in the amount not to exceed \$26,000.00 as presented in attachment 1.

**Motion Made By:** Laurie Wise  
**Seconded By:** Dr. Patel  
**Discussion:** None  
**For:** Tara Dyer; Christine Mattix; Dr. Patel; Mike Thomas; Mick Williams; Laurie Wise  
**Against:** None  
**Abstentions:** Rob Lill  
**Disposition:** Carried

**Resolution#2019-11-55:** Be it resolved that the District Board of Health does hereby present the second reading of the 2020 Proposed Environmental Health Fees.

**Motion Made By:** Mike Thomas  
**Seconded By:** Mick Williams  
**Discussion:** None  
**For:** Tara Dyer; Christine Mattix; Dr. Patel; Mike Thomas; Mick Williams; Laurie Wise  
**Against:** None  
**Abstentions:** Rob Lill  
**Disposition:** Carried

**Resolution#2019-11-56:** Be it resolved that the District Board of Health does hereby approve the renewal of the 2020 MMO employee health insurance contribution table as presented with a 9.5% premium cost increase.

**Motion Made By:** Mike Thomas  
**Seconded By:** Mick Williams  
**Discussion:** None  
**For:** Tara Dyer; Rob Lill; Christine Mattix; Dr. Patel; Mike Thomas; Mick Williams; Laurie Wise  
**Against:** None  
**Abstentions:** None  
**Disposition:** Carried

**Resolution#2019-11-57:** Be it resolved that the District Board of Health does hereby approve the contract with Barr Construction and Remodeling to install protective siding on the back and side of 181 S. Main Street at the quoted bid price of \$34,995.00.

**Motion Made By:** Mick Williams  
**Seconded By:** Dr. Patel  
**Discussion:** None  
**For:** Tara Dyer; Rob Lill; Christine Mattix; Dr. Patel; Mike Thomas; Mick Williams; Laurie Wise **Against:** None  
**Abstentions:** None  
**Disposition:** Carried



**Resolution #2019-11-58:** Be it resolved that the District Board of Health does hereby approve the renewal of annual snow removal contract with the Grounds Guys in an amount not to exceed \$3,000.00

**Motion Made By:** Christine Mattix

**Seconded By:** Mick Williams

**Discussion:** None

**For:** Tara Dyer; Rob Lill; Christine Mattix; Dr. Patel; Mike Thomas; Mick Williams; Laurie Wise

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Resolution #2019-11-59:** Be it resolved that the District Board of Health does hereby approve the contract with Clear Impact for the framework and software needed for our strategic plan, performance management plan, and community health improvement plan. The training is onsite for 2 days at a cost of \$10,000 plus travel costs. In addition, the contract will cover ongoing technical assistance at a cost of \$250.00 per hour. The total contract amount is \$15,000.

**Motion Made By:** Tara Dyer

**Seconded By:** Christine Mattix

**Discussion:** Tara Dyer added that she supports the benefits of data collection component

**For:** Tara Dyer; Rob Lill; Christine Mattix; Dr. Patel; Mike Thomas; Mick Williams; Laurie Wise

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Resolution #2019-11-60:** Be it resolved that the District Board of Health does hereby approve the 3-year renewal contract with Spectrum for cable, internet and phone.

**Motion Made By:** Laurie Wise

**Seconded By:** Mike Thomas

**Discussion:** None

**For:** Tara Dyer; Rob Lill; Christine Mattix; Dr. Patel; Mike Thomas; Mick Williams; Laurie Wise

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Resolution #2019-11-61:** Be it resolved that the District Board of Health does hereby approve the renewal of revenue-generating contract with Ohio Department of Health to continue participation in the Medicaid Administrative Claiming program.

**Motion Made By:** Dr. Patel

**Seconded By:** Mick Williams

**Discussion:** None

**For:** Tara Dyer; Rob Lill; Christine Mattix; Dr. Patel; Mike Thomas; Mick Williams; Laurie Wise

**Against:** None

**Abstentions:** None

**Disposition:** Carried



**Resolution #2019-11-62:** Be it resolved that the District Board of Health does hereby approve the Employee Recognition Policy as detailed in attachment 1.

**Motion Made By:** Laurie Wise

**Seconded By:** Mike Thomas

**Discussion:** None

**For:** Tara Dyer; Rob Lill; Christine Mattix; Dr. Patel; Mike Thomas; Mick Williams; Laurie Wise

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Resolution #2019-11-63:** Be it resolved that the District Board of Health hereby approves the Health Commissioner to enter into and execute the renewal contract with the DKMM Solid Waste Management District to provide solid waste monitoring and enforcement services through 2020 for which Marion Public Health will receive \$45,157.06.

**Motion Made By:** Laurie Wise

**Seconded By:** Mike Thomas

**Discussion:** Mike Thomas asked for clarification on the services this contract provides. Tyler explained it covers personnel and cost of solid waste abatement program

**For:** Tara Dyer; Rob Lill; Christine Mattix; Dr. Patel; 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, Fiscal Coordinator, and submitted by Traci Kinsler, Health Commissioner.

**NEXT MEETING OF THE MARION PUBLIC HEALTH BOARD:**

December 19, 2019 5:00pm in Conference Room 128

Marion Public Health

181 S. Main Street, Marion, OH 43302

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Rob Lill  
President, Marion Public Health

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Traci Kinsler, JD, CPH  
Commissioner, Marion Public Health

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Date

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Date