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 1st 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.

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**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 Lil; 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 Lil; 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  
Traci Kinsler, JD, CPH  
Commissioner, Marion Public Health

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Date  
Date