



## **OPENING SESSION**

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

February 20, 2020 - 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, February 20, 2020.

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

Rob Lill; Kevin Lytle; Dr. Patel; Mick Williams; Laurie Wise

The board welcomed Kevin Lytle to his first meeting.

### **Members Absent:**

Christine Mattix- Excused

### **Others Present:**

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

### **Guests Present:**

Dan Neidig and David Lucero

### **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 February 20, 2020 Marion Board of Health Meeting:**

**Motion Made By:** Mick Williams

**Motion 2nd By:** Kevin Lytle

**Discussion:** None



**Approved By Voice Vote**

**Approval of Minutes:**

**Motion:** To approve the minutes of the January 16, 2020 Regular Marion Board of Health meeting.

**Motion Made By:** Laurie Wise

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

**Discussion:** None

**Approved By Voice Vote**

**INFORMATION SESSION**

**Forum for Public Comment:**

No additional comments.

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

**Health Commissioner:**

Rachel Hill submitted her resignation effective Friday, February 7<sup>th</sup>. Two candidates are being interviewed this week.

We are still actively searching for a Medical Director to replace Dr. Janchar. It is expected that Dr. Janchar will be appointed to serve the board of health at the DAC meeting on March 4<sup>th</sup>. This will fill the seat currently held by Dr. Patel to run until March 2022.

City Contract Update- The contract issues have been resolved. There will be continued discussion regarding roles and responsibilities regarding solid waste issues and how the City plans to act on code enforcement.

Annual District Advisory Council Meeting March 4<sup>th</sup> at 6:00pm.

**Public Health Nursing:**

None

**Environmental Health:**

None

**WIC:**

None

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

**Health Commissioner/Fiscal Activity:**

Approve Financial Transactions & Payment of Bills as Presented

Contract- Richardson Compensation Consulting, LLC

Contract- Grandview Estates Park District

Contract- Downtown Marion Inc.

Contract- CCM Mobility Management

Contract- Marion City/County Regional Planning

Contract- Marion Naz

Traci presented an overview of the 2019 budget vs actual figures on both revenue and expenditures.



**Population Health/Public Health Nursing:**

None

**Environmental Health:**

Declaring of 229 S. High St. Marion, OH 43302 Unfit for Human Habitation- Tyler presented pictures of the issues in the basement of the property. When it rains or snows the basement floods with sewage and water resulting in the loss of the heat and hot water. The sewer line connecting from the house to the City main is broke and it is the property owner's responsibility to make the repair. The family has been relocated to a hotel on a temporary basis and Legal Aid and Community Action Rapid Re-Housing have been assisting the family to find other housing. By declaring the property unfit for human habitation, no one can occupy the house until the repairs are made. The case will be forwarded to the Law Director for further action.

**WIC:**

None

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

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

**WORKING SESSION**

**Action Items:**

**Resolution#2020-02-05:** 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:** Kevin Lytle

**Discussion:** None

**For:** Rob Lill; Kevin Lytle; Dr. Patel; Mick Williams; Laurie Wise

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Resolution#2020-02-06:** Be it resolved that the District Board of Health approves the contract with Richardson Compensation Consulting, LLC to provide job analysis, develop job descriptions, obtain salary data and develop salary structure and ranges at a cost of \$16,200

**Motion Made By:** Kevin Lytle

**Seconded By:** Dr. Patel

**Discussion:** Any salary structure and ranges will be established to fit within the agency budget and presented to the board for final approval.

**For:** Rob Lill; Kevin Lytle; Dr. Patel; Mick Williams; Laurie Wise

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Resolution#2020-02-07:** Be it resolved that the District Board of Health approves the Creating Healthy Communities contract with Grandview Estates Park District in the creation of a new playground. This is an



**approved grant objective for Creating Healthy Communities 2020. The new playground meets the objective of increasing physical activity in the targeted area of Grandview. The contract amount is \$20,000.**

**Motion Made By:** Laurie Wise

**Seconded By:** Mick Williams

**Discussion:** This funding is provided through the CHC grant

**For:** Rob Lill; Kevin Lytle; Dr. Patel; Mick Williams; Laurie Wise

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Resolution#2020-02-08:** Be it resolved that the District Board of Health does hereby approves the Creating Healthy Communities grant contract with Downtown Marion Inc. with purchasing infrastructure equipment that supports active transportation commutes. This includes bike racks, benches, and marketing materials. This is an approved grant objective for Creating Healthy Communities 2020. Active transportation is a key objective in increasing physical activity in Marion. The contract amount is \$6,000.

**Motion Made By:** Kevin Lytle

**Seconded By:** Mick Williams

**Discussion:** This funding is provided through the CHC grant

**For:** Rob Lill; Kevin Lytle; Dr. Patel; Mick Williams; Laurie Wise

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Resolution#2020-02-09:** Be it resolved that the District Board of Health does hereby approve the contract with CCM Mobility Management to provide for mobility management services in Marion County. The contract is for \$6,000 and is to be paid from the general fund.

**Motion Made By:** Dr. Patel

**Seconded By:** Kevin Lytle

**Discussion:** None

**For:** Rob Lill; Kevin Lytle; Dr. Patel; Mick Williams; Laurie Wise

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Resolution#2020-02-10:** Be it resolved that the District Board of Health does hereby approve the Creating Healthy Communities grant contract to assist the Marion Community Food Development (or equivalent) for reimbursement of the Produce Prescription Program at the Marion Market. The contract amount is for

**\$5,000.00.**

**Motion Made By:** Mick Williams

**Seconded By:** Kevin Lytle

**Discussion:** This initiative is an on-going strategy of the grant. Coupons will be issued and submitted for reimbursement when presented for healthy food options at the Farmers Market. The coupons will be issued through the Pre-Diabetes Program at the YMCA

**For:** Rob Lill; Kevin Lytle; Dr. Patel; Mick Williams; Laurie Wise



Against: None  
Abstentions: None  
Disposition: Carried

**Resolution#2020-02-11:** Be it resolved that the District Board of Health does hereby approve the Creating Healthy Communities grant contract to assist Marion City/County Regional Planning to provide technical assistance on developing active transportation policies and plans and assist the Built Environment Team to assist in development of policies and plans that support active transportation. The contract amount is \$5,000.00.

**Motion Made By:** Kevin Lytle  
**Seconded By:** Dr. Patel  
**Discussion:** None  
**For:** Rob Lill; Kevin Lytle; Dr. Patel; Mick Williams; Laurie Wise  
**Against:** None  
**Abstentions:** None  
**Disposition:** Carried

**Resolution#2020-02-12:** Be it resolved that the District Board of Health does hereby approve the contract with the Marion Naz to provide NACDD funding to assist in supporting disability inclusion and to provide mobility assistive devices to aid in transportation. The contract amount is for \$1,000.00.

**Motion Made By:** Mick Williams  
**Seconded By:** Kevin Lytle  
**Discussion:** None  
**For:** Rob Lill; Kevin Lytle; Dr. Patel; Mick Williams; Laurie Wise  
**Against:** None  
**Abstentions:** None  
**Disposition:** Carried

**Resolution#2020-02-13:** Be it resolved that the District Board of Health does hereby deem 229 S. High Street Marion, OH 43302 as uninhabitable due to unsanitary conditions and does hereby order that the property be vacated immediately and secured until it is deemed habitable by the Board of Health. The property shall be sent to the Law Director's office for prosecution.

**Motion Made By:** Laurie Wise  
**Seconded By:** Kevin Lytle  
**Discussion:** Kevin inquired if we have any power or authority to assess fines or recoup expenses. Traci indicated that we cannot collect or recoup based on powers and duties as defined in the ORC.  
**For:** Rob Lill; Kevin Lytle; Dr. Patel; Mick Williams; Laurie Wise  
**Against:** None  
**Abstentions:** None  
**Disposition:** Carried

Rob Lill recognized the many years of service Dr. Patel has provided to the health board. Dr. Patel was appointed in March of 2006 and served the agency with dedication and passion and he will be missed.



Minutes from the Regular Meeting of the Marion Public Health  
Board Held in the Conference Room of Marion Public Health

**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:**

March 19, 2020 5:00pm in Conference Room 128  
Marion Public Health  
181 S. Main Street, Marion, OH 43302