**OPENING SESSION**

**Date and Time of Meeting:**

February 16, 2023 - 5:00pm

**Type of Meeting:**

Regular Meeting of the Marion Public Health Board

**Meeting Called to Order:**

The meeting was to order at 5:00pm on Thursday, February 16, 2022.

**Roll Call- Members Present:**

Sherrie Bosley-Litscher; Dr. Janchar; Ginger Kauble; Rob Lill

**Members Absent:**

Amy McDonald and Mick Williams

**Others Present:**

Traci Kinsler, Health Commissioner; Sarah Nicewaner, Director of Population Health; Ide Okojie, Director of Community Health; Jessica Woods, WIC Director; Van Creasap, Environmental Health Director; Dr. Michael McCleese, Medical Director; Butch Winslow, DAC Chairperson

**Guests Present:**

None

**Agenda:**

**Opening Session**

Roll call and establishment of quorum

Approval of previous minutes (Vote)

**Information Session** (No Voting)  
Public Comment

Information Only Items  
Information for Action Items  
**Work Session**Voting on action items (See Action Item Summary Sheet)

**Executive Session**

**Adoption of the Agenda:**

**Motion: To adopt the agenda of the** **February 16, 2023Marion Public Health Board** **Meeting:**

**Motion Made By:** Dr. Janchar

**Motion 2nd By:** Ginger Kauble

**Discussion:** None

**Approved By Voice Vote**

**Approval of Minutes:**

**Motion: To approve the minutes of the January 19, 2023 Regular Marion Public Health Board Meeting.**

**Motion Made By:** Sherrie Bosley-Litscher

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

**Discussion:** None

**Approved By Voice Vote**

**INFORMATION SESSION**

**Forum for Public Comment:**

None

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

**Health Commissioner:** Traci introduced Van Creasap as our new Environmental Health Director. Van has been a Sanitarian with MPH for 6 years.

Traci presented a 2022 Year End Fiscal Report

**Public Health Nursing:** COVID-19 Update: Current vaccination rates: 53.64% for 1st doses started and 50.32% completed. In the county 6,727 doses of the bivalent vaccine have been administered. In January we had 265 community cases with 54 cases being in long term care facilities with 35 being residents and 19 staff. In the last 2 weeks we had 95 cases and added one community death bringing our community death count to 287.

In January we had one flu case for a total 72 cases to date with 4 flu related deaths.

**Environmental Health:**

Van provided an update on the Waldo Water Project with Delco. Van will continue working with the Village and Delco to provide direction/information to the residents as the project moves forward.

Traci and Van met with Raze on the plan for demo of 197. The project is on target to start sometime in March with a preliminary completion timeframe of 4–8 weeks. There is more asbestos to remove from the basement and 1st floor.

**WIC:**

WIC hired a FT Service Coordinator and PT Peer Helper with both starting on February 13th.

**Community Health:**

No additional report

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

**Health Commissioner/Fiscal Activity:**

Approve Financial Transactions & Payment of Bills as Presented Health Commissioner Contract

Approve transferring VISA credit card

Approve changes to job descriptions, job titles, division title, and organizational chart

Approve Health Commissioner Contract

**Population Health/Public Health Nursing:**

Approve service agreement with CLOUDBREAK HEALTH, LLC

**Environmental Health:**

Approve contract with the EPA

**WIC:**

None

**Community Health:**

Approve 4 CHC contracts: Downtown Marion; Caledonia Farmers Market; United Church Homes; River Valley Local Schools

**WORKING SESSION**

**Action Items:**

**Resolution#2023-02-07: Be it resolved that the District Board of Health approves the financial transactions and payment of bills as presented.**

**Motion Made By:** Dr. Janchar

**Motion 2nd By:** Sherrie Bosley-Litscher

**Discussion:** None

**For:** Sherrie Bosley-Litscher; Dr. Janchar; Ginger Kauble; Rob Lill

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Resolution#2023-02-08: Be it resolved that the District Board of Health does hereby approve the CHC contract with Downtown Marion in the amount of $5,000.00.**

**Motion Made By:** Ginger Kauble

**Motion 2nd By:** Sherrie Bosley-Litscher

**Discussion:** None

**For:** Sherrie Bosley-Litscher; Dr. Janchar; Ginger Kauble; Rob Lill

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Resolution#2023-02-09: Be it resolved that the District Board of Health does hereby approve the CHC contract with the Caledonia Farmers Market in the amount of $5,000.00.**

**Motion Made By:** Dr. Janchar

**Motion 2nd By:** Ginger Kauble

**Discussion:** None

**For:** Sherrie Bosley-Litscher; Dr. Janchar; Ginger Kauble; Rob Lill

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Resolution#2023-02-10: Be it resolved that the District Board of Health does hereby approve the CHC contract with United Church Homes (Brownstone) in the amount of $10,000.00.**

**Motion Made By:** Sherrie Bosley-Litscher

**Motion 2nd By:** Ginger Kauble

**Discussion:** None

**For:** Sherrie Bosley-Litscher; Dr. Janchar; Ginger Kauble; Rob Lill

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Resolution#2023-02-11: Be it resolved that the District Board of Health does hereby approve the CHC contract with River Valley Local Schools in the amount of $10,000.00.**

**Motion Made By:** Dr. Janchar

**Motion 2nd By:** Sherrie Bosley-Litscher

**Discussion:** None

**For:** Sherrie Bosley-Litscher; Dr. Janchar; Ginger Kauble; Rob Lill

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Resolution#2023-02-12: Be it resolved the District Board of Health approves the cancellation of the VISA credit card issued to Tyler Pigman to be replaced with issuance of a VISA credit card to Thomas Creasap with the same $4,000.00 credit limit.**

**Motion Made By:** Sherrie Bosley-Litscher

**Motion 2nd By:** Ginger Kauble

**Discussion:** None

**For:** Sherrie Bosley-Litscher; Dr. Janchar; Ginger Kauble; Rob Lill

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Resolution#2023-02-13: Be it resolved the District Board of Health approves the changes to the job descriptions and organizational chart with Policy & Planning changing to Community Health, with Ide Okojie being the Community Health Director and his staff being Community Health Specialists and Erin Creeden's title will change to Development Manager and MPH Sanitarians are officially called Registered Environmental Health Specialists (REHS).**

**Motion Made By:** Dr. Janchar

**Motion 2nd By:** Ginger Kauble

**Discussion:** None

**For:** Sherrie Bosley-Litscher; Dr. Janchar; Ginger Kauble; Rob Lill

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Resolution#2023-02-14: 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 or replace failing septic systems or tie them into public sewer in the amount of $150,000.00 with a limit of $75,000.00 to be spent on tie-ins.**

**Motion Made By:** Ginger Kauble

**Motion 2nd By:** Sherrie Bosley-Litscher

**Discussion:** None

**For:** Sherrie Bosley-Litscher; Dr. Janchar; Ginger Kauble; Rob Lill

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Resolution#2023-02-15: Be it resolved that the District Board of Health approves the service agreement with CLOUDBREAK HEALTH LLC to provide translation and interpreter services.**

**Motion Made By:** Dr. Janchar

**Motion 2nd By:** Sherrie Bosley-Litscher

**Discussion:** None

**For:** Sherrie Bosley-Litscher; Dr. Janchar; Ginger Kauble; Rob Lill

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Resolution#2023-02-16: Be it resolved that the Board of Health will extend a contract to Traci Kinsler, MPH, JD, CPH to serve as the Health Commissioner.**

**Motion Made By:** Ginger Kauble

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

**Discussion:** None

**For:** Sherrie Bosley-Litscher; Dr. Janchar; Ginger Kauble; Rob Lill

**Against:** None

**Abstentions:** None

**Disposition:** Carried

Traci added that Ide will be absent from the next few board meetings as he is expecting his first child any day.

Butch Winslow reminded the board members that the DAC will meet March 1st 1t 6:00pm. Board members are encouraged to attend.

**Resolution#2023-02-17: Be it resolved that the District Board of Health approves entering into Executive Session to discuss the appointment, employment, dismissal, discipline, promotion, demotion or compensation of an employee or official.**

**Motion Made By:** Sherrie Bosley-Litscher

**Motion 2nd By:** Ginger Kauble

**Discussion:** None

**Roll Call For:** Sherrie Bosley-Litscher; Dr. Janchar; Ginger Kauble; Rob Lill

**Roll Call Against:** None

**Abstentions:** None

**Disposition:** Carried

**Motion made by Sherrie Bosley-Litscher to return to regular session with a 2nd by Ginger Kauble.**

**Roll Call For:** Sherrie Bosley-Litscher; Dr. Janchar; Ginger Kauble; Rob Lill

**Roll Call 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.

**The Marion Board of Health will reconvene Thursday, April 20, 2023**

**At Marion Public Health**

**181 S. Main Street**

**Marion, OH**