**OPENING SESSION**

**Date and Time of Meeting:**

November 16, 2023 - 5:00pm

**Type of Meeting:**

Regular Meeting of the Marion Public Health Board

**Meeting Called to Order:**

The meeting was called to order at 5:00pm on Thursday, November 16, 2023.

**Roll Call- Members Present:**

Sherrie Bosley-Litscher; Dr. Janchar; Amy McDonald; Emily Russell

Lora Troutman, Mick Williams

**Members Absent:**

Rob Lill

**Others Present:**

Traci Kinsler, Health Commissioner; Van Creasap, Environmental Health Director; Erin Creeden, Community Health Director; Lisa Cook, Fiscal Coordinator; Butch Winslow, DAC Chairperson

**Guests Present:**

None

**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  
**Work Session**Voting on action items (See Action Item Summary Sheet)

**Adoption of the Agenda:**

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

**Motion Made By:** Dr. Janchar

**Motion 2nd By:** Mick Williams

**Discussion:** None

**Approved By Voice Vote**

**Approval of Minutes:**

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

**Motion Made By:** Amy McDonald

**Motion 2nd By:** Emily Russell

**Discussion:** None

**Approved By Voice Vote**

**Forum for Public Comment:**

No one was present to address the board.

**INFORMATION SESSION**

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

**Health Commissioner:**

None

**Population Health/Public Health Nursing:**

* Sarah was among 60 selected to attend the NACCHO conference in Atlanta with the focus being on equity in communicable disease response.
* There will be a new nurse starting on December 5th.

**Environmental Health:**

* ODA Food Program Survey update- MPH remains in approved status
* The parking lot project will extended into FY2024. In December the lot will be prepped and made available for parking
* Bellefontaine Ave. Property /Temple has been referred to the Prosecutor

**WIC:**

* Termination of a probationary period employee

**Community Health:**

* Erin has been working with the team to identify opportunities to collaborate more effectively.

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

**Health Commissioner/Fiscal Activity:**

* Approve Financial Transactions & Payment of Bills as Presented
* Sick Leave Donation Policy

**Population Health/Public Health Nursing:**

None

**Environmental Health:**

* Second Reading of the 2024 Proposed EH Fees

**WIC:**

None

**Community Health:**

None

**WORKING SESSION**

**Action Items:**

**Resolution#2023-11-61: Be it resolved that the District Board of Health approves the financial transactions and payment of bills as presented.**

**Motion Made By:** Mick Williams

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

**Discussion:** None

**For:** Sherrie Bosley-Litscher; Dr. Janchar; Amy McDonald; Emily Russell; Lora Troutman, Mick Williams

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Resolution#2023-11-62: Be it resolved that the District Board of Health does hereby present the second reading of the 2024 Proposed Environmental Health Fees.**

**Motion Made By:** Amy McDonald

**Motion 2nd By:** Lora Troutman

**Discussion:** None

**For:** Sherrie Bosley-Litscher; Dr. Janchar; Amy McDonald; Emily Russell; Lora Troutman, Mick Williams

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Resolution#2023-11-63: Be it resolved that the District Board of Health approves the Sick Leave Donation Policy with this policy to be included in the MPH Policy Manual effective immediately.**

**Motion Made By:** Emily Russell

**Motion 2nd By:** Mick Williams

**Discussion:** None

**For:** Sherrie Bosley-Litscher; Dr. Janchar; Amy McDonald; Emily Russell; Lora Troutman; Mick Williams

**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, December 21, 2023**

**At Marion Public Health**

**181 S. Main Street**

**Marion, OH**