**OPENING SESSION**

**Date and Time of Meeting:**

January 23, 2025 - 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, January 23, 2025.

**Roll Call- Members Present:**

Sherrie Bosley Litscher; Dr. Janchar; Rob Lill; Em Russell; Lora Troutman; Mick Williams

**Members Absent:**

Dana Hanif

**Others Present:**

Traci Kinsler, Health Commissioner; Van Creasap, Environmental Health Director; Hannah Beltz, Director of Nursing; Erin Creeden, Director of Community Health; Lisa Cook, Fiscal Coordinator

Dr. Michael McCleese, Medical Director; Butch Winslow, DAC Chairperson.

**Guests Present:**

Dave Roush, Roush Heating & Plumbing

Nick Burdette, Village of Waldo

**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 the****January 23, 2025 Marion Public Health Board** **Meeting.**

**Motion Made By:** Dr. Janchar

**Motion 2nd By:** Mick Williams

**Approved By Voice Vote**

**Approval of Minutes:**

**Motion: To approve the minutes of the November 21, 2024 Regular Marion Public Health Board Meeting.**

**Motion Made By:** Rob Lill

**Motion 2nd By:** Mick Williams

**Discussion:** None

**Approved By Voice Vote**

**Forum for Public Comment:**

Nick Burdette, Village of Waldo, was present to observe the meeting and had no additional concerns or comments.

Dave Roush, Roush Heating & Plumbing shared his concerns with how unlicensed plumbers operate and unpermitted plumbing work is being done throughout Marion County. Dave also requested the board consider lifting the one-year limit placed on permits.

**INFORMATION SESSION**

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

**Health Commissioner/Fiscal Activity:**

Traci provided the board with the updated 2024 Budget vs Actual and the Strategic Plan reports.

**Population Health/Public Health Nursing:**

**Environmental Health:**

Van provided an update on the 197-parking lot project.

**WIC:**

**Community Health:**

Erin gave the board an update on the change of position in our Emergency Preparedness Program.

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

**Health Commissioner/Fiscal Activity:**

Approve Financial Transactions & Payment of Bills as Presented

Approve the 2025 MPH Personnel Policy Manual

**Population Health/Public Health Nursing:**

**Environmental Health:**

Approve the contract with Terry VanBuskirk

Approve the contract with the EPA

**WIC:**

**Community Health:**

Approve contract with the Marion County Boys and Girls Club

Approve contract with the River Valley Local School District

**WORKING SESSION**

**Action Items:**

**Resolution#2025-01-001: 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:** Mick Williams

**Discussion:** None

**For:** Sherrie Bosley Litscher; Dr. Janchar; Rob Lill; Em Russell; Lora Troutman; Mick Williams

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Resolution#2025-01-002: Be it resolved that the District Board of Health hereby approves the 2025 Marion Public Health Personnel Policy Manual as presented.**

**Motion Made By:** Em Russell

**Motion 2nd By:** Lora Troutman

**Discussion:** None

**For:** Sherrie Bosley Litscher; Dr. Janchar; Rob Lill; Em Russell; Lora Troutman; Mick Williams

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Resolution#2025-01-003:** **Be it resolved that the District Board of Health approves the contract with Terry Van Buskirk to provide Manager Certification Food Safety Training not to exceed $10,000.00 to be paid from the 9018 Food Safety Program Fund.**

**Motion Made By:** Lora Troutman

**Motion 2nd By:** Mick Williams

**For:** Sherrie Bosley Litscher; Dr. Janchar; Rob Lill; Em Russell; Lora Troutman; Mick Williams

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Resolution#2025-01-004: Be it resolved that the District Board of Health hereby approves the Marion County Boys and Girls Club contract with the Creating Healthy Communities and COVID 19 Enhanced Operations grant funds for a total of $22,500.00 ($17,500.00 from 9213 and $5,000.00 from 9294). The funds will be used for playground improvements at the club to increase on-site access to physical activity opportunities**

**Motion Made By:** Dr. Janchar

**Motion 2nd By:** Mick Williams

**For:** Sherrie Bosley Litscher; Hanif; Dr. Janchar; Rob Lill; Em Russell; Lora Troutman; Mick Williams

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Resolution#2025-01-005: Be it resolved that the District Board of Health hereby approves the River Valley Local School District contract with the Creating Healthy Communities and COVID 19 Enhanced Operations contracts for a total of $15,000.00 ($10,000.00 from 9213 and $5,000.00 from 9294). The grant funds will be used for improvements at the River Valley micro farm to support the district’s wellness policy and achieve healthy eating and nutrition standards.**

**Motion Made By:** Losa Troutman

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

**For:** Sherrie Bosley Litscher; Dr. Janchar; Rob Lill; Em Russell; Lora Troutman; Mick Williams

**Against:** None

**Abstentions:** None

**Disposition:** Carried

**Resolution#2025-01-06: 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:** Em Russell

**Motion 2nd By:** Rob Lill

**Discussion:** None

**For:** Sherrie Bosley Litscher; Dr. Janchar; Rob Lill; Em 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, February 27, 2025**

**At Marion Public Health**

**181 S. Main Street**

**Marion, OH**