



**BOARD OF HEALTH MEETING**

**AGENDA**

**August 20, 2018**

*LOVE LIFE. LIVE HEALTHY*

**DON'T FORGET TO SIGN IN**

**CALL THE MEETING TO ORDER \_\_\_\_\_ P.M.**

**1.0 INTRODUCTIONS AND WELCOME**

**2.0 APPROVAL OF AUGUST 20, 2018 AGENDA**

Motion by \_\_\_\_\_ Second by \_\_\_\_\_

Abstentions \_\_\_\_\_

Bragg \_\_\_ Mooney \_\_\_ Gallogly \_\_\_ Polzin \_\_\_ Galbraith \_\_\_

**Passed Failed**

**3.0 AUGUST 20, 2018 AGENDA ADDITIONS / CHANGES**

1. \_\_\_\_\_ 2. \_\_\_\_\_

Motion by \_\_\_\_\_ Second by \_\_\_\_\_

Abstentions \_\_\_\_\_

Bragg \_\_\_ Mooney \_\_\_ Gallogly \_\_\_ Polzin \_\_\_ Galbraith \_\_\_

**Passed Failed**

**4.0 APPROVAL OF**

**3.1 JUNE 18, 2018 REVISED MINUTES**

Motion by \_\_\_\_\_ Second by \_\_\_\_\_

Abstentions \_\_\_\_\_

Bragg \_\_\_ Mooney \_\_\_ Gallogly \_\_\_ Polzin \_\_\_ Galbraith \_\_\_

**Passed Failed**

**3.2 APPROVAL OF JULY 19, 2018 MINUTES**

Motion by \_\_\_\_\_ Second by \_\_\_\_\_

Abstentions \_\_\_\_\_

Bragg \_\_\_ Mooney \_\_\_ Gallogly \_\_\_ Polzin \_\_\_ Galbraith \_\_\_

Passed Failed

3.3 APPROVAL OF AUGUST 09, 2018 MINUTES

Motion by \_\_\_\_\_ Second by \_\_\_\_\_

Abstentions \_\_\_\_\_

Bragg \_\_\_ Mooney \_\_\_ Gallogly \_\_\_ Polzin \_\_\_ Galbraith \_\_\_

Passed Failed

5.0 APPROVAL OF FINANCIALS

5.1 Motion to INCREASE or DECREASE appropriations - *Standing Agenda Item*

See the memo from Jill Thompson to \_\_\_\_\_ appropriations to the following accounts from the unappropriated certified monies. See below and information contained on the memo. **Needs BOH signature.**

Motion by \_\_\_\_\_ Second by \_\_\_\_\_

Abstentions \_\_\_\_\_

Bragg \_\_\_ Mooney \_\_\_ Gallogly \_\_\_ Polzin \_\_\_ Galbraith \_\_\_

Passed Failed

5.2 Motion to approve the monthly financials as presented - *Standing Agenda Item*

Motion by \_\_\_\_\_ Second by \_\_\_\_\_

Abstentions \_\_\_\_\_

Bragg \_\_\_ Mooney \_\_\_ Gallogly \_\_\_ Polzin \_\_\_ Galbraith \_\_\_

Passed Failed

6.0 PUBLIC PARTICIPATION

- **Reminder:** If you wish to address the Board of Health, please fill out the Public Participation Form below, and submit via the embedded Submit Form Now button. (webpage: <http://www.morrowcountyhealth.org/about-us/board-of-health/>)
- Deadline for form submission is the Thursday immediately prior to the scheduled Board meeting, no later than 5:00 pm.

As of august 16, 2018 at 5:00 PM, no one has asked to attend the meeting and speak to the Board of Health

7.0 DELETED - TRAINING ON PUBLIC HEALTH for this month STEPHANIE BRAGG

8.0 ADMINISTRATIVE / AGENCY ACTION ITEMS PAMELA BUTLER

8.1 RESOLUTION # 2018-XXXXXX: Resolution for 2019 Health Insurance Benefits

Resolution by \_\_\_\_\_ Second by \_\_\_\_\_

Abstentions \_\_\_\_\_

Bragg \_\_\_ Mooney \_\_\_ Gallogly \_\_\_ Polzin \_\_\_ Galbraith \_\_\_

**Passed Failed**

**8.2 RESOLUTION # 2018-XXXXXX:**

Resolution by \_\_\_\_\_ Second by \_\_\_\_\_

Abstentions \_\_\_\_\_

Bragg \_\_\_ Mooney \_\_\_ Gallogly \_\_\_ Polzin \_\_\_ Galbraith \_\_\_

**Passed Failed**

**8.3 RESOLUTION # 2018-XXXXXX**

Resolution by \_\_\_\_\_ Second by \_\_\_\_\_

Abstentions \_\_\_\_\_

Bragg \_\_\_ Mooney \_\_\_ Gallogly \_\_\_ Polzin \_\_\_ Galbraith \_\_\_

**Passed Failed**

**8.4 MOTION:** Approve the following equipment to be taken out of MCHD inventory.

**XXXX** Sensaphone 2000 (old) - Serial # **XXXX**

Sensaphone 400 (newer, unusable) - Serial # **XXXX**

Motion by \_\_\_\_\_ Second by \_\_\_\_\_

Abstentions \_\_\_\_\_

Bragg \_\_\_ Mooney \_\_\_ Gallogly \_\_\_ Polzin \_\_\_ Galbraith \_\_\_

**Passed Failed**

**8.5 MOTION:** Approve the selling of the Sensaphone 400 on EBay to pay for the new one. This will allow us to use the money to assist in payment of the new Sensaphone.

Motion by \_\_\_\_\_ Second by \_\_\_\_\_

Abstentions \_\_\_\_\_

Bragg \_\_\_ Mooney \_\_\_ Gallogly \_\_\_ Polzin \_\_\_ Galbraith \_\_\_

**Passed Failed**

**9.0 NURSING ACTION ITEMS**

**STEPHANIE BRAGG**

**9.1 RESOLUTION # 2018-XXXXXX: The resolution to hire Sadie Stoots RN, BSN as the school nurse for Cardington schools.**

Resolution by \_\_\_\_\_ Second by \_\_\_\_\_

Abstentions \_\_\_\_\_

Bragg \_\_\_ Mooney \_\_\_ Gallogly \_\_\_ Polzin \_\_\_ Galbraith \_\_\_

Passed Failed

10.0 ENVIRONMENTAL HEALTH ACTION ITEMS

STEPHANIE ZMUDA

10.1 RESOLUTION #2018-XXXX: This resolution is to move Stephanie Zmuda, R.S. into the position of Interim Director of Environmental Health until further notice. This was suggested by ODH and can be considered a component of the succession plan for Environmental Health.

Resolution by \_\_\_\_\_ Second by \_\_\_\_\_  
Abstentions \_\_\_\_\_

Bragg \_\_\_ Mooney \_\_\_ Gallogly \_\_\_ Polzin \_\_\_ Galbraith \_\_\_

Passed Failed

11.0 INFORMATION ITEMS AND COMMENTS – REFER TO ATTACHMENTS

a. Environmental Health Division Update

- ✓ Sewage program issues and concerns
- ✓ Turned over the Slow Flow Systems to OEPA (hiatus) – recommended by ODH

b. Nursing and Community Health Division Update – Stephanie Bragg

- ✓ La Crosse Cases and Information

c. Clinic and BCMH - Jessica Garver

d. Health Commissioner:

- ✓ Resolution from April 2008 – Giving Health Commissioner authority to hire and terminate
  - ✓ Letter to County Commissioners regarding rent and moving health department from the Community Services Building – see response document
  - ✓ AOHC Fall Conference September 26 – 28
    - Medical Director is required by ORC to attend a Meeting per year
  - ✓ FYI - Parliamentary Procedures At a Glance Table
  - ✓ Request for Proposal by State Auditor to Complete MCHD Audit
  - ✓ Letter from ODH to provide Environmental Health Personnel Needs Analysis/Program Inventory for MCHD
    - ODH results – final report to come and included the following:
 

|                                         |           |
|-----------------------------------------|-----------|
| ▪ Field Sanitarians – minus RFE Program | 3.027 FTE |
| ▪ Supervision – minus RFE Program       | 0.075 FTE |
| ▪ Total minus RFE Program               | 3.77 FTE  |
    - RFE Program
 

|                        |           |
|------------------------|-----------|
| ▪ Risk                 | 0.328 FTE |
| ▪ Mobile & Temporaries | 0.017 FTE |
| ▪ Plan Review          | 0.005 FTE |
| ▪ Total                | 0.350 FTE |
- Total of the Two above 4.12 FTE
- Proposed HSTS and O&M Program

|                                 |                  |   |           |
|---------------------------------|------------------|---|-----------|
| ▪ Service Providers Inspections |                  |   | 0.113 FTE |
| ▪ Supervision                   |                  |   | 0.012 FTE |
| Total of the Two above          |                  |   | 0.125     |
| Grand Total                     | 4.12 FTE + 0.125 | = | 4.245 FTE |

**e. Board of Health Updates**

**12.0 MEETING ADJOURNED \_\_\_\_\_ P.M.**

Motion by \_\_\_\_\_

Second by \_\_\_\_\_

Abstentions \_\_\_\_\_

**Passed**

**Failed**

DRAFT #1

**Reason to go into Executive Session:**

I, \_\_\_\_\_, make a motion to go into executive session to consider the employment, dismissal, discipline, or demotion, of a public employee.

**Person(s) Requested to Attend Executive Session:** \_\_\_\_\_

**Motion to go into Executive Session: Time \_\_\_\_\_ (As Needed) - Roll Call Vote**

Motion by \_\_\_\_\_ Second by \_\_\_\_\_  
Abstentions \_\_\_\_\_

Mooney \_\_\_ Gallogly \_\_\_ Polzin \_\_\_ Galbraith \_\_\_

**Passed Failed**

**Motion to return from Executive Session: Time \_\_\_\_\_ (As Needed) Roll Call Vote**

Motion by \_\_\_\_\_ Second by \_\_\_\_\_  
Abstentions \_\_\_\_\_

Mooney \_\_\_ Gallogly \_\_\_ Polzin \_\_\_ Galbraith \_\_\_

**Passed Failed**

**NEXT MEETING  
August 20, 2018 at 6:00 PM**