



BOARD OF HEALTH MEETING

AGENDA
August 17, 2020

1.0 CONVENTION

- 1.1. Call the meeting to order: _____
- 1.2. Quorum Present **Yes** **No**

2.0 STANDING AGENDA ITEMS

2.1. Introductions and Welcome

2.2. MOTION TO APPROVE: July 20, 2020 Meeting Minutes

Motion by: _____ Second by: _____

Voting Record			
Martha Mooney		---	
Shad Gallogly		Glenn Bragg	
Grant Galbraith		Holly Trainer	

2.3. MOTION TO APPROVE: August 17, 2020 Agenda

- 2.3.1. Additions to agenda
 - *None*
- 2.3.2. Deletions to agenda
 - *None*
- 2.3.3. Changes to agenda
 - *3.2 – Line item(s) and adjustment(s) info*
 - *3.3 – Line item(s) and adjustment(s) info*
 - *4.5 – Candidate Presented to BOH*

Motion by: _____ Second by: _____

Voting Record			
Martha Mooney		---	
Shad Gallogly		Glenn Bragg	
Grant Galbraith		Holly Trainer	

3.0 FINANCIALS

- 3.1. **MOTION TO: Adjust Budget for FUND 8569 – RHWP.** This is to adjust the appropriated monies in the budget for this fund as follows:
 - Employee Wages – Increase \$15,763.28
 - OPERS Employer Share – Increase \$2,077.77

- Medicare Employer Share – Increase \$201.63
- Workers Comp – Decrease \$244.38
- Mileage Reimbursement – Increase \$250.00
- Training Services – Decrease \$250.00
- Lab Services – Decrease \$500.00
- Communications – Advertising & Printing – Increase \$3,000.00
- Remit to Political Entity – Decrease \$600.00
- Supplies: RX – Increase \$10,135.39
- Supplies: Medical – Increase \$500.00
- Computers/Equipment/Furniture – Increase \$2,000.00
- Transfer Out - \$5,000.00

Motion by: _____ Second by: _____

Voting Record			
Martha Mooney		---	
Shad Gallogly		Glenn Bragg	
Grant Galbraith		Holly Trainer	

3.2. MOTION TO: Adjust Budget for FUND 8574 – COVID-19 Response. This is to adjust the appropriated monies in the budget for this fund as follows:

- Line Item(s) – Adjustment(s)
- ...

Motion by: _____ Second by: _____

Voting Record			
Martha Mooney		---	
Shad Gallogly		Glenn Bragg	
Grant Galbraith		Holly Trainer	

3.3. MOTION TO: Adjust Budget for FUND 8576 – Contact tracing. This is to adjust the appropriated monies in the budget for this fund as follows:

- Line Item(s) – Adjustment(s)
- ...

Motion by: _____ Second by: _____

Voting Record			
Martha Mooney		---	
Shad Gallogly		Glenn Bragg	
Grant Galbraith		Holly Trainer	

3.4. MOTION TO APPROVE: The Monthly Financials as presented

Motion by: _____ Second by: _____

Voting Record			
Martha Mooney		---	
Shad Gallogly		Glenn Bragg	
Grant Galbraith		Holly Trainer	

4.0 ACTION ITEMS

4.1. RESOLUTION# 2020-017-EH: Environmental Health Beach Rules. This is the **SECOND** of the required three readings of the proposed rules. The **FIRST** reading took place on July 20, 2020. The **THIRD** and **FINAL** reading will take place on September 21, 2020.

Motion by: _____ Second by: _____

Voting Record			
Martha Mooney		---	
Shad Gallogly		Glenn Bragg	
Grant Galbraith		Holly Trainer	

4.2. MOTION TO APPROVE: 2020-21 School Nursing Contract with the Tomorrow Center School. This is a renewal of the previous contract to provide school nursing services on an as-needed basis at a rate of \$41.00 per hour for the Tomorrow Center School. The terms of this contract have not changed from last year.

Motion by: _____ Second by: _____

Voting Record			
Martha Mooney		---	
Shad Gallogly		Glenn Bragg	
Grant Galbraith		Holly Trainer	

4.3. MOTION TO APPROVE: 2020-21 School Nursing Contract with Cardington-Lincoln School District. The terms of this contract have changed from previous years. Cardington-Lincoln School District wishes to have a nurse full-time in their schools for 184 days per year. In compensation for providing a school nurse with the terms and conditions described, Cardington-Lincoln School District will pay a sum of \$56,857.02 plus the cost of any other miscellaneous expenses that arise in the school year. This sum includes the employee’s wages, PERS contribution, Medicare contribution, and insurance contribution. Sadie Stoots, RN, BSN will be the employee who fulfills the terms of this contract.

Motion by: _____ Second by: _____

Voting Record			
Martha Mooney		---	
Shad Gallogly		Glenn Bragg	
Grant Galbraith		Holly Trainer	

4.4. MOTION TO ACCEPT: The Resignation of Amy Briski, RN, BSN, LSN. Ms. Briski has been offered a position to be Board-hired for Northmor School District as their school nurse. Her last day in the office will be on August 20, 2020.

Motion by: _____ Second by: _____

Voting Record			
Martha Mooney		---	
Shad Gallogly		Glenn Bragg	
Grant Galbraith		Holly Trainer	

4.5. MOTION TO APPROVE: Hiring **PENDING as a Public Health Nurse.** We have conducted interviews for candidates for this position, and believe that **PENDING** is the best fit for the role and for the agency. **THEIR QUALIFICATIONS.** **PENDING** would be paid **RATE PER HOUR** to start, and would begin **HIS/HER** employment on **DATE.**

Motion by: _____ Second by: _____

Voting Record			
Martha Mooney		---	
Shad Gallogly		Glenn Bragg	
Grant Galbraith		Holly Trainer	

4.6. MOTION TO APPROVE: Reducing the hours of Jessica Garver, RN, BSN from 38 hours per week to 32 hours per week. Mrs. Garver has requested to reduce her hours in order to better accommodate her family life. Her proposed new schedule will be Monday through Thursday 9:00 am – 5:30 pm.

Motion by: _____ Second by: _____

Voting Record			
Martha Mooney		---	
Shad Gallogly		Glenn Bragg	
Grant Galbraith		Holly Trainer	

4.7. MOTION TO APPROVE: Increasing the hours of Victoria Miller, SIT from 32 hours per week to 38 hours per week. Ms. Miller has continued to learn and take on new responsibilities beyond the normal roles of her position. She is learning the duties of a Contact Tracer and will be added to the budget for that grant.

Motion by: _____ Second by: _____

Voting Record			
Martha Mooney		---	
Shad Gallogly		Glenn Bragg	
Grant Galbraith		Holly Trainer	

4.8. MOTION TO APPROVE: A 2% Wage Increase for the Following Employees: Rodney Brewer, Amy Briski, Jessica Garver, Karrie Hursey, Lynne Keeseey, Jill Thompson, and Kelly Worstell. These staff members have received their annual performance evaluations and, based on their scores, would qualify for a 2% wage increase as described in the Employee Wage Increase Policy. This cost of this increase was included in the 2020 Agency Budget that was adopted by the Board in 2019. The total annual cost (including wages and fringes) for each of the listed employees for this increase does not exceed \$1,100.00 per person per year.

Motion by: _____ Second by: _____

Voting Record			
Martha Mooney		---	
Shad Gallogly		Glenn Bragg	
Grant Galbraith		Holly Trainer	

4.9. MOTION TO APPROVE: A Wage Increase for Director of Nursing, Morgan Kocher, RN, BSN. Ms. Kocher has gone above and beyond for her position during her time as a division director. She has exhibited exemplary work performance and work ethic. When she was first hired for this role, she started at a lower pay rate than other division directors. She has proven herself to be an excellent leader for her division, and as such, should be compensated at the same rate as other division directors. The total annual cost (including wages and fringes) for this increase is \$2,035.96 per year.

Motion by: _____ Second by: _____

Voting Record			
Martha Mooney		---	
Shad Gallogly		Glenn Bragg	
Grant Galbraith		Holly Trainer	

5.0 PUBLIC PARTICIPATION

5.1. As of 8/13/, 2020, NO ONE has requested to address the Board at this meeting.

6.0 INFORMATION ITEMS AND COMMENTS

6.1. Environmental Health Division

Stephanie Zmuda

6.1.1. STS Abandonment Report

6.1.2. EH Program Updates

- Manufactured Home Park in Johnsville
- Cardington Village Pool
- SWRLF Distribution
- Hidden Lakes Update
- Food Programs

6.2. Nursing and Community Health Division

Morgan Kocher

6.2.1. Communicable Disease Report

6.2.2. Outbreak Updates

- Numbers:

6.2.3. Nursing Program Updates

- RHWP Project Updates
- School Planning Meetings
- Division Restructuring/Duties Alignment

6.3. Health Commissioner

Stephanie Bragg

6.3.1. Agency Updates

- Epi Report
- Mid-Ohio
- Enforcement Funding
- Morrow County Fair
- Office Hours
- BOH By-laws

7.0 EXECUTIVE SESSION [If necessary]

Reason to go into Executive Session: I, _____, make the motion to go into executive session for the following reason: _____.

Non-BOH members requested to attend Executive Session: _____

Motion to ENTER Executive Session at: _____ **p.m. – Roll Call Vote**

Motion by: _____

Seconded by: _____

Each BOH member was asked individually by the BOH secretary for an “Aye” or “Nay” vote to ENTER Executive Session.

Voting Record			
Martha Mooney			
Shad Gallogly		Glenn Bragg	
Grant Galbraith		Holly Trainer	

Motion to RETURN FROM Executive Session at: _____ p.m. – Roll Call Vote

Motion by: _____

Seconded by: _____

Each BOH member was asked individually by the BOH secretary for an “Aye” or “Nay” vote to RETURN FROM Executive Session.

Voting Record			
Martha Mooney			
Shad Gallogly		Glenn Bragg	
Grant Galbraith		Holly Trainer	

Executive Session was terminated, with _____ new motions made by the BOH members.

8.0 MEETING ADJOURNMENT

The next regular Board of Health meeting will be held **September 21, 2020 at 6:00 pm** in the Community Services Building.

Motion by: _____

Second by: _____

Voting Record			
Martha Mooney			
Shad Gallogly		Glenn Bragg	
Grant Galbraith		Holly Trainer	

This meeting was adjourned at _____ p.m.