



BOARD OF HEALTH MEETING

AGENDA
 October 19, 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: September 21, 2020 Meeting Minutes

Motion by: _____ Second by: _____

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

2.3. MOTION TO APPROVE: October 19, 2020 Agenda

- 2.3.1. Additions to agenda
 - XXX
- 2.3.2. Deletions to agenda
 - XXX
- 2.3.3. Changes to agenda
 - XXX

Motion by: _____ Second by: _____

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

3.0 EXECUTIVE SESSION

Reason to go into Executive Session: I, _____, make the motion to go into executive session pursuant to ORC 121.22(G)(3), for conference with attorney Melissa A. Ebel regarding pending litigation.

Seconded by: _____

Non-BOH members requested to attend Executive Session: _____

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

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	

3.1. RESOLUTION# 2020-018-ADM: Approval of Settlement Agreement between Brian Benick and Morrow County Health District. This resolution will approve the agreement reached during mediation.

Motion by: _____ **Second by:** _____

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

3.2. RESOLUTION# 2020-019-ADM: Authorization for Dr. Mooney to Execute the Settlement Agreement between Brian Benick and Morrow County Health District, and Corresponding Documentation on Behalf of the Morrow County Health District Board of Health. This resolution will authorize Dr. Mooney to execute the settlement agreement on behalf of the BOH.

Motion by: _____ **Second by:** _____

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

4.0 FINANCIALS

4.1. MOTION TO: Transfer \$5,000.00 from FUND 8569 RHWP to the General Fund. This will pay back the balance of the loan from the General Fund to RHWP.

Motion by: _____ Second by: _____

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

4.2. MOTION TO APPROVE: The Monthly Financials as presented

Motion by: _____ Second by: _____

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

5.0 PUBLIC PARTICIPATION

As of **October 15, 2020, NO ONE** has requested to address the Board at this meeting.

6.0 ACTION ITEMS

6.1. RESOLUTION# 2020-020-EH: Declaring a Building Nuisance. Under Chapter 3707 of the Ohio Revised Code, the Board is able to declare a building, structure, premises, etc. as a public nuisance if the condition of it poses a risk to an occupant or the public. The Board can then order it to be abated. This policy provides the specific details regarding when and how this process is to be accomplished.

Motion by: _____ Second by: _____

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

6.2. RESOLUTION# 2020-021-ADM: MCHD 2021 Holiday Schedule. This resolution will set the schedule for the holidays observed by MCHD in 2021. As set in the current Timekeeping Policy, holidays that fall on a Saturday are observed on the Friday before it, and holidays that fall on a Sunday are observed on the Monday that follows it. Christmas Day falls on a Saturday, and will be observed on Friday, December 24, 2021. Christmas Eve (12/24/2021) is also an agency holiday, and will therefore be observed on Thursday, December 23, 2020

Motion by: _____

Second by: _____

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

6.3. RESOLUTION# 2020-022-ADM: BOH 2021 Meeting Schedule. This resolution sets the Board of Health’s meeting schedule for 2021. Meetings are held on the third Monday of each month, unless an observed holiday falls on that day. In those instances, the meeting is held on the second Monday of the month. The meetings will begin at 6:00 pm, and will be located in the Conference Room in the Community Services Building at 619 W. Marion Rd. Suite B, Mt. Gilead, OH 43338.

Motion by: _____

Second by: _____

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

6.4. RESOLUTION# 2020-023-ADM: Revised BOH Bylaws. The bylaws of the BOH establish the governance of the Board and its members. A set of bylaws should be reflective of the fundamental rules of the Board, and should not include unnecessary provisions or be overly redundant or complicated. The previously adopted bylaws were overly long, convoluted, and difficult to follow. This set of bylaws revises and streamlines the previous document to better serve the Board.

Motion by: _____

Second by: _____

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

- 6.5. **RESOLUTION# 2020-024-ADM: Kelly Worstell, RN, BSN Sick Leave Payout.** According to the current Accrued Leave Policy, employees who have 10 or more years of service with MCHD may receive a payout for 50% of their unused sick leave, up to a maximum of 60 days when they end their employment with MCHD. Ms. Worstell is retiring from MCHD, effective October 29, 2020, after 31 years of service. She is eligible for **XXXXX** days of payout. The total sum of this pay is **\$XXXXXX. (Will update the numbers before the meeting)**

Motion by: _____

Second by: _____

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

- 6.6. **RESOLUTION# 2020-025-EH: 2021 Environmental Food Program Fee Schedule.** This is the **FIRST** of the required three readings of the proposed rules. The **SECOND** reading, and public hearing will take place on November 16, 2020. The **THIRD** and **FINAL** reading will take place on December 21, 2020.

Motion by: _____

Second by: _____

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

- 6.7. **MOTION TO ACCEPT: The Amended Contract for Nursing Services for Kelly Worstell, RN, BSN.** This contract was accepted by the BOH in March 2020, and was to begin in July 2020. Due to the COVID-19 pandemic, Ms. Worstell opted to delay her retirement until the end of October. The only change to this contract is that it now begins on January 1, 2021.

Motion by: _____

Second by: _____

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

- 6.8. **MOTION TO APPROVE: Half Day Closure on December 31, 2020.** There is generally a decrease in public traffic during the holiday season, and other agencies in the building historically close early on December 31. If approved, MCHD will be open from 7:15 am until 12:00 pm on December 31, 2020. Staff will use accrued leave time for the remainder of the day. MCHD worked this schedule on December 31, 2019, and it worked well for both the agency and the public.

Motion by: _____

Second by: _____

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

6.9. MOTION TO AMEND: Timekeeping Policy. This amendment addresses allowing MCHD staff to be paid for overtime pay, instead of flexing time off, or earning compensatory time during extenuating circumstances. These are rare and serious instances that can occur and significantly impact the agency and its functions. During these times, allowing employees to receive pay instead of taking additional time off may be more favorable for the agency and the staff.

Motion by: _____

Second by: _____

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

7.0 INFORMATION ITEMS AND COMMENTS – REFER TO ATTACHMENTS

7.1. Environmental Health Division

Stephanie Zmuda

7.1.1. STS Abandonment Report

7.1.2. EH Program Updates

- KOA Campground in Mt. Gilead
- Wallace Homestead and Cackleberry Hollow
- Salt Aesthetics Body Art approval
- Upcoming “Limited Risk Level 1 Licensure” Policy for Food Program

7.2. Nursing and Community Health Division

Morgan Kocher

7.2.1. Communicable Disease Report

7.2.2. Outbreak Updates

- ...

7.2.3. Nursing Program Updates

- POD Drill
- Amish RHWP meeting
- Flu Clinics

7.3. Health Commissioner

Stephanie Bragg

7.3.1. Agency Updates/Information

- COVID vaccine planning
- Fall DAC meeting – 11/19/2020
- ...

8.0 MEETING ADJOURNMENT

The next regular Board of Health meeting will be held **November 16, 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.