



**BOARD OF HEALTH MEETING**

AGENDA  
March 15, 2021

**1.0 CONVENTION**

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

**2.0 STANDING AGENDA ITEMS**

- 2.1. **Welcome**
- 2.2. **MOTION TO APPROVE: February 8, 2021 Meeting Minutes as amended.**

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

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

**2.3. MOTION TO APPROVE: March 15, 2021 Agenda**

- 2.3.1. Changes to agenda
  - *None*
  -

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

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

**3.0 PUBLIC PARTICIPATION**

- 3.1. **Tim Hass and Jarrod Bichon** have requested to address the Board at this meeting regarding the permitting process for building in Morrow County. (5 minutes)

**4.0 FINANCIALS**

- 4.1. **MOTION TO: Accept Monthly Financials as Presented.**

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

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

**5.0 ACTION ITEMS**

**5.1. RESOLUTION# 2021-002-EH: N. Albanese Variance.** Nick Albanese is requesting a variance from OAC 3701-29-06 (G)(3)(a) to allow him to pass his septic line under his driveway. This property is located 1345 County Road 208, Marengo, Ohio 43334. His septic designer, Joe Erdy, has determined that this will allow for the best placement of his septic system.

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

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

**5.2. RESOLUTION# 2021-003-EH: Garris Variance.** Roberta Garris is requesting a variance from OAC 3701-29-06 (G)(3)(a) to allow her to pass her septic line under her driveway. This property is located 4212 State Route 314, Mount Gilead, Ohio 43338. Her septic designer, Jim Cogar, has determined that this will allow for the best placement of her septic system.

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

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

**5.3. RESOLUTION# 2021-004-ADM: Removal and Disposal of Equipment from the Morrow County Health District’s Inventory for 2021.** The equipment listed in *Addendum A* of the resolution and attached to this agenda has been deemed as obsolete or otherwise unneeded by MCHD. This resolution will allow these items to be removed from the agency’s inventory, and disposed of in an appropriate manner as needed.

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

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

**5.4. MOTION TO APPROVE: Job Title Change and Increase in Hours for Tiffany Richardson from Part-Time (24 hours per week) Contact Tracer to Part-Time (29 hours per week) Administrative Assistant I.** Due to the constantly evolving pandemic response, the duties and responsibilities of positions have needed to be readjusted to best meet the

needs of the agency. Moving Ms. Richardson into the entry-level Administrative Assistant role will allow us to increase the range of her job duties and best use her abilities. Additionally, increasing Ms. Richardson's hours from 24 per week to 29 per week will better suit the coverage needs of the agency. Following the current MCHD Wage Scale, adopted in 2018, this position change will constitute a pay rate of \$14.50 per hour, which is the minimum salary for an AA1.

If approved, this position will eliminate the need to fill one of the Administrative Assistant positions through the temp agency, Custom Staffing. The cost difference for making these changes vs. using a person from Custom Staffing is a savings of \$480.00 per month.

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

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

- 5.5. MOTION TO APPROVE: Hiring of a Full-Time Registered Sanitarian or Sanitarian-in-Training.** The Environmental Health Division workload continues to increase, and is surpassing the capacity of the division as it is currently. To effectively meet the EH needs of the county, it is necessary to seek an additional full-time sanitarian or SIT for the division. This position will be a generalist position that can be trained to work in various programs as deemed necessary by the EH Director. The salary for this position will follow the established wage scale for the position hired, and has already been built into the current MCHD 2021 budget that was approved 11/16/2020.

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

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

- 5.6. MOTION TO APPROVE: Contract for Nurse Practitioner Services.** This contract is between the BOH and Tracie Bakewell, NP for the provision of nurse practitioner services for the Reproductive Health and Wellness Program. This contract is a renewal of the current contract with no changes to the terms. It will expire on March 31, 2022.

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

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

**6.0 INFORMATION ITEMS AND COMMENTS – REFER TO ATTACHMENTS**

**6.1. Environmental Health Division**

*Stephanie Zmuda*

**6.1.1. STS Abandonment Report**

**6.1.2. EH Program Updates**

- Food enforcement status report (see attached for list of facilities)
- Food inspections update
- Discussion regarding Amish Food businesses – there is a need to develop a plan for these types of facilities

**6.2. Nursing and Community Health Division**

*Morgan Kocher*

**6.2.1. Communicable Disease Report**

**6.2.2. Program Updates**

- COVID Vaccine Clinics
- Non-COVID vaccine clinics – beginning to work to restart
- RHWP clinics – activities continue

**6.3. Health Commissioner**

*Stephanie Bragg*

**6.3.1. Agency Updates/Information**

- COVID – working on budget revisions for the grant extensions
- MRC – Jean Smith has been an asset in recruiting and deploying volunteers to help with COVID response. From 2/18/21 – 3/5/21 there have been 42 volunteer hours logged, for an economic value of \$1,244.36.
- Preliminary tax revenue data – Morrow County collected an additional \$1.7 million in 2020 compared with 2019. This will mean an increase in MCHD tax revenue earned.
- DAC – Had executive session meeting on 3/4/2021. Voted to postpone the full meeting until June 3, 2021. Dr. Galbraith is willing to stay on as a BOH member until after the DAC
  - Legal opinion received regarding BOH physician position
  - Glenn Bragg not due for reappointment until 2022
- Issues with technology – Microsoft Exchange hack, unemployment fraud
  - Need to update our insurance coverage

**7.0 MEETING ADJOURNMENT**

The next regular Board of Health meeting will be held **Monday, April 19, 2021 at 6:00 pm**. The meeting will be held in person in the Community Services Building if possible. If in-person meetings are still inadvisable, the meeting will be held virtually via Zoom.

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

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

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

**This meeting was adjourned at \_\_\_\_\_ p.m.**

DRAFT