



BOARD OF HEALTH MEETING

AUGUST MEETING MINUTES

August 16, 2021

Board Members Present

Martha Mooney, DVM Shad Gallogly Holly Trainer, RPh

MCHD Personnel Present

Stephanie Bragg Stephanie Zmuda Morgan Kocher

1.0 CONVENTION

- 1.1. Martha Mooney, Board President, called the meeting to order at **6:09 p.m.**
- 1.2. A quorum of Board members **WAS** present (3 of 5)

2.0 STANDING AGENDA ITEMS

2.1. MOTION TO APPROVE: July 19, 2021 Minutes

The motion to accept the July 19, 2021 Minutes was made by **Holly Trainer** and seconded by **Shad Gallogly**. All Ayes – Motion Carried.

| Voting Record | | | |
|----------------|-----|---------------|-----|
| Martha Mooney | | --- | |
| Shad Gallogly | Y | Holly Trainer | Y |
| David Zaghlool | --- | Linda Fisher | --- |

2.2. MOTION TO APPROVE: August 16, 2021 Agenda

2.2.1. Changes to agenda

- 4.5 – *Updated details regarding Fair sponsorship*

The motion to accept the August 16, 2021 Agenda was made by **Shad Gallogly** and seconded by **Holly Trainer**. All Ayes – Motion Carried.

| Voting Record | | | |
|----------------|-----|---------------|-----|
| Martha Mooney | | --- | |
| Shad Gallogly | Y | Holly Trainer | Y |
| David Zaghlool | --- | Linda Fisher | --- |

3.0 FINANCIALS

3.1. MOTION TO: **Accept Monthly Financials as Presented**

The motion to Accept Monthly Financials was made by **Shad Gallogly** and seconded by **Holly Trainer**. All Ayes – Motion Carried.

| Voting Record | | | |
|----------------|-----|---------------|-----|
| Martha Mooney | | --- | |
| Shad Gallogly | Y | Holly Trainer | Y |
| David Zaghlool | --- | Linda Fisher | --- |

4.0 ACTION ITEMS

4.1. RESOLUTION# 2021-014-ADM: Adoption of Juneteenth as a Paid Staff Holiday.

Juneteenth is a holiday observed on June 19th that commemorates the emancipation of African American slaves in the United States. On June 17, 2021, President Joe Biden signed the Juneteenth National Independence Day Act into Law, which recognized Juneteenth as a federal holiday. The state of Ohio and the Morrow County Commissioners have adopted Juneteenth as a paid holiday for employees. This resolution will adopt Juneteenth as a paid staff holiday for MCHD employees. Beginning in 2022, this holiday will be celebrated on June 19 each year. If the holiday falls on a Saturday or Sunday, the holiday will be observed as other date-specific holidays are currently observed. Because the holiday has already passed for 2021, MCHD offices will observe Juneteenth on October 11, 2021.

The resolution to approve the Adoption of Juneteenth as a Paid Staff Holiday was made by **Shad Gallogly** and seconded by **Holly Trainer**. All Ayes – Motion Carried

| Voting Record | | | |
|----------------|-----|---------------|-----|
| Martha Mooney | | --- | |
| Shad Gallogly | Y | Holly Trainer | Y |
| David Zaghlool | --- | Linda Fisher | --- |

4.2. RESOLUTION# 2021-015-EH: Incremental STS Repair and Replacement Policy.

This policy allows for MCHD to develop incremental household sewage treatment system repair and/or replacement plans with homeowners experiencing difficulties abating nuisances caused by a failing STS. The development of such plans is allowable under OAC 3701-29.

The resolution to approve the Incremental STS Repair and Replacement Policy was made by **Holly Trainer** and seconded by **Shad Gallogly**. All Ayes – Motion Carried

| Voting Record | | | |
|----------------|-----|---------------|-----|
| Martha Mooney | | --- | |
| Shad Gallogly | Y | Holly Trainer | Y |
| David Zaghlool | --- | Linda Fisher | --- |

4.3. RESOLUTION# 2021-016-EH: STS Operation and Maintenance Program Policy.

This policy describes the household sewage systems operation and maintenance program. The purpose of this program is to make sure that all STS in Morrow County

are kept maintained and operational according to the STS's requirements so that nuisances can be avoided and/or corrected when they arise.

The resolution to approve the STS Operation and Maintenance Program Policy was made by **Holly Trainer** and seconded by **Shad Gallogly**. All Ayes – Motion Carried

| Voting Record | | | |
|----------------|-----|---------------|-----|
| Martha Mooney | | --- | |
| Shad Gallogly | Y | Holly Trainer | Y |
| David Zaghlool | --- | Linda Fisher | --- |

- 4.4. RESOLUTION# 2021-017-EH: Contractor Enforcement Policy.** This policy details the requirements and expectations of contractors who are registered by MCHD to perform services. It also describes the actions that the BOH may take if contractors fail to meet the requirements listed.

The resolution to approve the Contractor Enforcement Policy was made by **Holly Trainer** and seconded by **Shad Gallogly**. All Ayes – Motion Carried

| Voting Record | | | |
|----------------|-----|---------------|-----|
| Martha Mooney | | --- | |
| Shad Gallogly | Y | Holly Trainer | Y |
| David Zaghlool | --- | Linda Fisher | --- |

- 4.5. MOTION TO APPROVE: Sponsoring Show Classes and Showmanship Gifts for the 2021 Morrow County Fair.** This will allow MCHD to sponsor 8 Open Show classes for the Morrow County Sr. Fair for a cost of \$240.00. It will also allow MCHD to sponsor Showmanship gifts for the Morrow County Jr. Fair for a cost of \$720.00. The total cost for these sponsorships will be \$960.00. Sponsoring these classes will provide a service to the Morrow County Fair, while also providing advertisement for the agency.

The motion to approve Sponsoring Show Classes and Showmanship Gifts for the 2021 Morrow County Fair was made by **Shad Gallogly** and seconded by **Holly Trainer**. All Ayes – Motion Carried

| Voting Record | | | |
|----------------|-----|---------------|-----|
| Martha Mooney | | --- | |
| Shad Gallogly | Y | Holly Trainer | Y |
| David Zaghlool | --- | Linda Fisher | --- |

- 4.6. MOTION TO APPROVE: BOH Issuance of a Stop Work Order for Flenner Water Well and Excavating Services Until Further Notice.** Mr. Flenner is an STS contractor who has recently started working in Morrow County. MCHD received a call from his office requesting a final inspection on an STS that he installed. It was found that there

had not been an installation permit issued for this property, and no design or site review had been completed. When inspecting the STS that was installed, it was discovered that the STS was a system designed for the neighboring property, not the property on which it was installed. When reviewing an STS installed by Mr. Flenner on a second property, it was found that the system was not installed appropriately in accordance with the approved septic design.

The Health Commissioner and Environmental Health Director request that a Stop Work Order be issued for Mr. Flenner until corrective action has taken place. The Environmental Health Director will also contact the Ohio Department of Health for further guidance on how to proceed with remediation.

The motion to Issue a Stop Work Order for Flenner Water Well and Excavating Services Until Further Notice was made by **Shad Gallogly** and seconded by **Holly Trainer**. All Ayes – Motion Carried

| Voting Record | | | |
|----------------|-----|---------------|-----|
| Martha Mooney | | --- | |
| Shad Gallogly | Y | Holly Trainer | Y |
| David Zaghlool | --- | Linda Fisher | --- |

5.0 PUBLIC PARTICIPATION

As of **August 12, 2021, NO ONE** has requested to address the Board at this meeting.

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 Report – See attached document

6.2. Nursing and Community Health Division

Morgan Kocher

6.2.1. Communicable Disease Report

6.2.2. Nursing Program Report – See attached document

6.3. Health Commissioner

Stephanie Bragg

6.3.1. Agency Updates/Information

- Accreditation – PHAB Committee will meet on 8/24/21. Received notification that we are on the agenda
- CHIP – Final meeting is 8/24
- Workforce Grant

EXECUTIVE SESSION

7.0 EXECUTIVE SESSION

Reason to go into Executive Session: I, **Shad Gallogly**, make the motion to go into

executive session for the following reason: to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official.

The motion to enter Executive Session was seconded by **Holly Trainer**.

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

| Voting Record | | | |
|----------------|-----|---------------|-----|
| Martha Mooney | | Y | |
| Shad Gallogly | Y | Holly Trainer | Y |
| David Zaghlool | --- | Linda Fisher | --- |

Non-BOH members requested to attend Executive Session: **Stephanie Bragg and Stephanie Zmuda**

The Board of Health ENTERED Executive Session at: **7:40 p.m.**

The motion to RETURN FROM Executive Session was made by **Shad Gallogly** and seconded by **Holly Trainer**.

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 | | Y | |
| Shad Gallogly | Y | Holly Trainer | Y |
| David Zaghlool | --- | Linda Fisher | --- |

The Board of Health RETURNED FROM Executive Session at: **8:25 p.m.**

No new actions were taken by the Board following Executive Session.

8.0 MEETING ADJOURNMENT

The next regular Board of Health meeting will be held **Monday, September 20, 2021, at 6:00 pm**. This meeting will be held in person in the Community Services Building. If in-person meetings are inadvisable, the meeting will be held virtually via Zoom.

The motion to adjourn this meeting was made by **Holly Trainer** and seconded by **Shad Gallogly**. All Ayes – Motion Carried.

| Voting Record | | | |
|----------------|-----|---------------|-----|
| Martha Mooney | | --- | |
| Shad Gallogly | Y | Holly Trainer | Y |
| David Zaghlool | --- | Linda Fisher | --- |

This meeting was adjourned at 8:26 p.m.

*Martha Mooney, DVM
President, Board of Health*

Date

*Stephanie Bragg, RN, BSN, MHA
Secretary to the Board*

Date