



**BOARD OF HEALTH MEETING**

**AGENDA**

**January 22, 2018**

LOVE LIFE. LIVE HEALTHY

**PLEASE SIGN IN!**

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

**1.0 INTRODUCTIONS**

**2.0 APPROVAL OF AGENDA**

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

Abstentions \_\_\_\_\_

**Passed**

**Failed**

**3.0 AGENDA ADDITIONS / CHANGES**

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

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

Abstentions \_\_\_\_\_

**Passed**

**Failed**

**4.0 APPROVAL OF DECEMBER 18, 2017 MINUTES**

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

Abstentions \_\_\_\_\_

**Passed**

**Failed**

**5.0 APPROVAL OF FINANCIALS**

**5.1 Motion to increase appropriations - *No appropriation changes for this month***

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

Abstentions \_\_\_\_\_

Mooney \_\_\_ Albertson \_\_\_ Polzin \_\_\_ Woodward \_\_\_ Galbraith \_\_\_

**Passed**

**Failed**

**5.2 Motion to approve the monthly financials as presented. See documents.**

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

Abstentions \_\_\_\_\_

Mooney \_\_\_ Albertson \_\_\_ Polzin \_\_\_ Woodward \_\_\_ 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.

**7.0 ADMINISTRATIVE / AGENCY ACTION ITEMS**

**PAMELA BUTLER**

**7.1 RESOLUTION # 2018-001-EH: To Approve the Contract with Board of Directors of the Delaware, Knox, Marion, Morrow Solid Waste District (DKMM).** This contract is to provide monitoring or enforcement activities for 2018 by MCHD prioritizing sites, facilities and situations that pose immediate and/or long range public health threat. For example but not limited to the following: 1) public complaint review and follow-up (solid waste related only); 2) tire dumpsite inspection and enforcement; 3) Maintain up-to-date list of known solid waste haulers; 4) illegal dumpsite inspection, enforcement, and clean-up and 5) others as listed in the contract and resolution itself.

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

Abstentions \_\_\_\_\_

Mooney \_\_\_ Albertson \_\_\_ Polzin \_\_\_ Woodward \_\_\_ Galbraith \_\_\_

**Passed Failed**

**7.2 RESOLUTION # 2018-002-N: To Approve Agreement with the Morrow County Commissioners to Provide County Wellness Program Services.** This resolution is the agreement for Morrow County Health District to become the Service Provider and complete the mandatory requirements (see Exhibit A). this agreement to be in effect from January 01, 2018 to December 31, 2018.

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

Abstentions \_\_\_\_\_

Mooney \_\_\_ Albertson \_\_\_ Polzin \_\_\_ Woodward \_\_\_ Galbraith \_\_\_

**Passed Failed**

**7.3 RESOLUTION # 2018-003-N: To Approve the FY2017-2018 Reallocation for the Immunization Action Plan Grant Administrative Support Services (through Union County General Health District).** This document provides Scope of Services and deliverables by each party as provided in the Memorandum of Understanding.

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

Abstentions \_\_\_\_\_

Mooney \_\_\_ Albertson \_\_\_ Polzin \_\_\_ Woodward \_\_\_ Galbraith \_\_\_

**Passed Failed**

**7.4 RESOLUTION # 2018-004-ADM: To Adopt the Document Entitled; Principles of the Ethical Practice of Public Health.** This document lays the foundation for MCHD practices of public health to assure and protect the public’s health. This code defines to the communities the ideals of the Morrow County Health District and its practitioners’ and sets standard to which they can be held accountable.

**PHAB Standards & Measures, Version 1.5** guidance document for LHDs seeking accreditation. The requirements specific to public health ethics are found in Measure 11.1.2 A (p. 235) and focus on LHD strategies for resolving ethical issues and documentation demonstrating such problems have been considered and addressed. *See attachments.*

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

Abstentions \_\_\_\_\_

Mooney \_\_\_ Albertson \_\_\_ Polzin \_\_\_ Woodward \_\_\_ Galbraith \_\_\_

**Passed Failed**

**7.5 RESOLUTION # 2018-005-ADM: To Adopt the Infant-At-Work Policy for the Agency.** This document is to provide a positive work environmental that recognizes parent’s responsibilities to their jobs and to their infants. This policy will allow an infant to stay with a parent, benefiting the baby, the family and society and encourages eligible employees to return to work more quickly.

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

Abstentions \_\_\_\_\_

Mooney \_\_\_ Albertson \_\_\_ Polzin \_\_\_ Woodward \_\_\_ Galbraith \_\_\_

**Passed Failed**

- 7.6 **RESOLUTION # 2018-006-N: To Adopt a No-Show Policy for Patients Utilizing the MCHD Clinical Nursing Services:** This policy impacts a patient who becomes a *“no-show”* for their scheduled appointment. This will impact a client who does not arrive for their scheduled appointment and/or does not cancel the appointment. This leaves unexpected openings in the schedule, impacts staff time, reduces revenue and creates access problems for anyone who would have kept their appointment.

The effective date will begin February 01, 2018 following multiple venues to let MCHD client base receive the information.

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

Abstentions \_\_\_\_\_

Mooney \_\_\_ Albertson \_\_\_ Polzin \_\_\_ Woodward \_\_\_ Galbraith \_\_\_

**Passed Failed**

- 7.7 **RESOLUTION # 2018-007-N: To Adopt an Insurance and Phot ID Policy for Utilizing the MCHD Clinical Nursing Services:** This policy impacts is intended to address issues regarding patient identification and insurance verification when providing clinical services at MCHD.

The effective date will begin February 01, 2018 following multiple venues to let MCHD client base receive the information.

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

Abstentions \_\_\_\_\_

Mooney \_\_\_ Albertson \_\_\_ Polzin \_\_\_ Woodward \_\_\_ Galbraith \_\_\_

**Passed Failed**

- 7.8 **RESOLUTION # 2018-008-N: To Approve and Adopt a Delegation of Tasks Policy:** in order to describe and delineate the proper procedures for the delegation of nursing tasks to unlicensed personnel. This policy is derived from Chapter 4723-13 of the Ohio Administrative Code, Delegation of Nursing Tasks.

This policy will permit all registered nurses who have a current, valid nursing license with the Ohio Board of Nursing, and any unlicensed personnel to whom they delegate tasks. The patient care situations where this policy will be implemented the most is by our MCHD nursing staff who are practicing within the school systems.

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

Abstentions \_\_\_\_\_

Mooney \_\_\_ Albertson \_\_\_ Polzin \_\_\_ Woodward \_\_\_ Galbraith \_\_\_  
**Passed Failed**

**8.0 NURSING ACTION ITEMS**

**STEPHANIE SHAVER**

**8.1 Refrigerator and Vaccine storage Update**

**8.2 MOU Update**

**9.0 ENVIRONMENTAL HEALTH ACTION ITEMS**

**BRIAN BENICK**

**9.1 None**

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

**a. Environmental Health Division**

- ✓ Franklin Township Updates – Hidden Lakes
- ✓ Rodney Brewer passed Sanitarian Test – 1<sup>st</sup> time

**b. Nursing Division:**

- ✓ Communicable Disease Report
- ✓ Influenza updates

**c. Health Commissioner**

- ✓ Annual MCHD Strategic Plan Update – *see document*
- ✓ Letter to Morrow County Commissioners
- ✓ Sanitarian Registration Board moved to ODH
- ✓ 2018 OABH Training DVD for board members available
- ✓ Child Fatality Review Meeting – February 28, 2018
- ✓ District Advisory Council Meeting – March 15, 2018 beginning at 6:30 PM
- ✓ Annual Financial Report to ODH – by March 1, 2018
- ✓ Quality Indicators Report to ODH – by March 1, 2018
- ✓ 2015-2016 MCHD State audit – available on State Auditor’s website for review
- ✓ **Reminder** – Don’t forget to provide continuing education credits for 2016 to meet the BOH requirements.
- ✓ **Reminder** - Board members need 2 continuing education credits for 2017 by 12.31.2017.

**d. Board Members**

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

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

Abstentions \_\_\_\_\_

**Passed Failed**

**Reason to go into Executive Session:** \_\_\_\_\_

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

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

Abstentions \_\_\_\_\_

Mooney \_\_\_ Albertson \_\_\_ Polzin \_\_\_ Woodward \_\_\_ Galbraith \_\_\_

**Passed**

**Failed**

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

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

Abstentions \_\_\_\_\_

Mooney \_\_\_ Albertson \_\_\_ Polzin \_\_\_ Woodward \_\_\_ Galbraith \_\_\_

**Passed**

**Failed**

**Meeting Adjourned following Executive Session \_\_\_\_\_ P.M.**

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

Abstentions \_\_\_\_\_

**Passed**

**Failed**

**NEXT MEETING**  
**February 19, 2017 at 6:00 PM**