1.0 CALL THE MEETING TO ORDER ___________ P.M.

1.1 QUORUM PRESENT YES NO

2.0 STANDING AGENDA ITEMS

2.1 INTRODUCTIONS AND WELCOME

2.2 APPROVAL OF FEBRUARY 11, 2019 MEETING MINUTES
Motion by ______________________ Second by ______________________
Abstentions____________________
Bragg __ Mooney __ Gallogly __ Polzin __ Galbraith __
Passed Failed

2.3 APPROVAL OF MARCH 18, 2019 AGENDA
A. Edits to agenda (additions, deletions or movement of agenda items)

1. ________________________________ 2. ________________________________
Motion by ______________________ Second by ______________________
Abstentions____________________
Bragg __ Mooney __ Gallogly __ Polzin __ Galbraith __
Passed Failed

2.4 FINANCIALS
A. Motion to INCREASE or DECREASE appropriations
See the memo from Jill Thompson to __________ appropriations to the following accounts from the unappropriated certified monies. See below and information contained on the memo. Need BOH signature on document. Original to Auditor.
Motion by ______________________ Second by ______________________
Abstentions____________________
Bragg __ Mooney __ Gallogly __ Polzin __ Galbraith __
B. **Motion to approve the monthly financials as presented.**
Financials are being put on the BOH Insight webpage for review.
Motion by ______________________  Second by ______________________

Abstentions____________________
Bragg __  Mooney __  Gallogly __  Polzin __  Galbraith __

Passed                 Failed

C. **Motion to approve payments.**
Motion by ______________________  Second by ______________________

Abstentions____________________
Bragg __  Mooney __  Gallogly __  Polzin __  Galbraith __

Passed                 Failed

2.6  **CONTRACTS / MOUs**

**Motion to Approve:** The minor change made to Tracie Bakewell’s contract.
Motion by ______________________  Second by ______________________

Abstentions____________________
Bragg __  Mooney __  Gallogly __  Polzin __  Galbraith __

Passed                 Failed

2.7  **PERSONNEL**

**MOTION TO APPROVE:** Approve Aaron Decker as the Morrow County Health District Environmental Health Director.

Motion by ______________________  Second by ______________________

Abstentions____________________
Bragg __  Mooney __  Gallogly __  Polzin __  Galbraith __

Passed                 Failed

2.8  **ADDITIONAL INFORMATION**

**PUBLIC PARTICIPATION**

*Reminder:* If you wish to address the Board of Health, please fill out the Public Participation Form (webpage: [http://www.morrowcountyhealth.org/about-us/board-of-health/](http://www.morrowcountyhealth.org/about-us/board-of-health/)) and mail, email or fax to (419) 946-6807. **Note:** The form is being re-designed so that it will be able to be submitted electronically. Currently, this feature is not active.

Deadline for form submission is the Thursday immediately prior to the scheduled Board meeting, no later than 5:00 pm.
As of February 07, 2019 at 5:00 PM, **NO ONE** asked to attend the meeting and speak to the Board of Health.

### 4.0 TRAINING ON PUBLIC HEALTH

**Board of Health Education/training**

Sec. 3701.342 (G) Annual completion of two hours of continuing education by each member of a board of health. The minimum standards shall provide that continuing education credits shall pertain to ethics, public health principles, and a member's responsibilities. Credits may be earned in these topics at pertinent presentations that may occur during regularly scheduled board meetings throughout the calendar year or at other programs available for continuing education credit. The director of health may assist local boards of health of general and city health districts in coordinating approved continuing education programs sponsored by health care licensing boards, commissions or associations. The minimum standards also shall provide that continuing education credits earned for the purpose of license renewal or certification by licensed health professionals serving on boards of health may be counted to fulfill the two-hour continuing education requirement.

**Stephanie Bragg**

**Topic for Discussion:** __________________________________________________________

### 5.0 AGENCY ACTION ITEMS

#### 5.1 Administrative (Agency) Resolutions **Pamela Butler**

**5.1.1 Resolution #2019-013-ADM: Approve and Adopt the Cultural and Linguistically Appropriate Services Competency Policy.**

This policy will be used for Domain 11.1.4 example #1: Develop and maintain an operational infrastructure to support the performance of Public Health functions.

The Morrow County Health District (MCHD) is committed to developing and maintaining health services that are culturally competent, consumer-guided and community-based. Cultural competence is an essential requirement for health care providers to provide effective services to our diverse populations.

Resolution by __________________   Second by __________________

Abstentions____________________

Bragg ___ Mooney ___ Gallogly ___ Polzin ___ Galbraith ___

Passed         Failed

**5.1.2 Resolution #2017-044-ADM: Approve and Adopt the REVISED Continuous Quality Improvement & Procedures Policy**

This is the original BOH resolution number and date. The policy has been updated and revised to reflect continuous improvement and employee responsibilities.
This policy is to promote a culture of quality within Morrow County Health District that includes an agency-wide management and staff philosophy of continuous quality improvement (QI) in programs, service delivery and population health outcomes.

Resolution by ________________ Second by ________________
Abstentions____________________

Bragg ___ Mooney ___ Gallogly ___ Polzin ___ Galbraith ___
Passed Failed

5.1.3 RESOLUTION #2019-014-2019: APPROVE AND ADOPT THE HEALTH EQUITY POLICY
The purpose of this policy is to provide high-level guidance for the inclusion of health equity in all policies, procedures, services and interventions at Morrow County Health District.

Domain 11.1.4 #1: Develop and Maintain an Operational Infrastructure to Support the Performance of Public Health Functions
Resolution by ________________ Second by ________________
Abstentions____________________

Bragg ___ Mooney ___ Gallogly ___ Polzin ___ Galbraith ___
Passed Failed

5.1.4 RESOLUTION #2019-015-2019: APPROVE AND ADOPT THE BACKGROUND CHECK POLICY.
Many public and private employers require background checks for employment purposes. State law mandates that schools, day care centers, health care facilities, and others require such checks as part of the hiring process. Some individuals are also required to have a background check to obtain professional licensure.

Resolution by ________________ Second by ________________
Abstentions____________________

Bragg ___ Mooney ___ Gallogly ___ Polzin ___ Galbraith ___
Passed Failed

5.1.5 RESOLUTION #2019-016-2019: APPROVE AND ADOPT THE AGENCY CELL PHONE POLICY.
This policy was developed to provide clarification on the use of cell phones for the agency.

Resolution by ________________ Second by ________________
Abstentions____________________

Bragg ___ Mooney ___ Gallogly ___ Polzin ___ Galbraith ___
Passed Failed

RESOLUTION #2019-017-2019: APPROVE AND ADOPT THE BOARD OF HEALTH JOB/POSITION DESCRIPTIONS.
The National Association of Local Boards of Health created a Governance Document for boards
Resolution by ______________________  Second by ______________________
Abstentions_____________________
Bragg __ Mooney ___ Gallogly ___ Polzin ___ Galbraith ___
Passed Failed

5.1.6 Resolution #2019-018-2019: Approve and Adopt the Revised Board of Health Bylaws.
The bylaws are based on the older versions with updates, re-formatting and references to ORC and OAC. It will become a component of the BOH orientation and policy book.
Resolution by ______________________  Second by ______________________
Abstentions_____________________
Bragg __ Mooney ___ Gallogly ___ Polzin ___ Galbraith ___
Passed Failed

5.2 Environmental Health Resolutions
Stephanie Zmuda
Currently there are NO Environmental Health resolutions.

5.3 Nursing Resolutions
Stephanie Bragg
Currently there are NO nursing and/or community health resolutions.

6.0 Additional or Miscellaneous Action Items

6.1 Motion to Approve: The ability for Stephanie Zmuda’s to continue to hold the 2018 compensatory time that she has not had time to use. It is requested that she have until June 01, 2019 to be able to use rather than paying the time out.
Motion by ______________________  Second by ______________________
Abstentions_____________________
Bragg __ Mooney ___ Gallogly ___ Polzin ___ Galbraith ___
Passed Failed

7.0 Information Items and Comments – Refer to Attachments
a. Environmental Health Division
Stephanie Zmuda/Aaron Decker
Comments only

b. Nursing and Community Health Division
Stephanie Bragg
Refer to Nursing and Community Health Update documents
  • Communicable Disease Report

  Refer to Sewage Program Updates
  • STS Abandonment Report
  • ODH STS visit
  • Discussion of payment of SSSF water sampling
c. Health Commissioner:
Pamela Butler
   Refer to Health Commissioner Update documents
   • Quality Indicators Report

8.0 MEETING ADJOURNED ____________ P.M.

Motion by ________________ Second by ________________
Abstentions__________________________

Bragg ___ Mooney ___ Gallogly ___ Polzin ___ Galbraith ___
Passed Failed

REASON TO GO INTO EXECUTIVE SESSION:

I, ____________________________________________, make a motion to go into executive session to consider the employment, dismissal, discipline, or demotion, of a public employee.

Person(s) Requested to Attend Executive Session:

________________________________________________________________________

Motion to go into Executive Session: Time ______
Roll Call Vote

Motion by ________________ Second by ________________
Abstentions__________________________

Bragg ___ Mooney ___ Gallogly ___ Polzin ___ Galbraith ___
Passed Failed

Motion to return from Executive Session: Time ______
Roll Call Vote

Motion by ________________ Second by ________________
Abstentions__________________________

Bragg ___ Mooney ___ Gallogly ___ Polzin ___ Galbraith ___
Passed Failed