



BOARD OF HEALTH MEETING

AGENDA
January 13, 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: December 16, 2019 Meeting Minutes**

Motion by: _____ Second by: _____

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

2.3. **MOTION TO APPROVE: January 13, 2020 Agenda**

2.3.1. Additions to agenda

- [XXX]

2.3.2. Deletions to agenda

- [XXX]

2.3.3. Changes to agenda

- [XXX]

2.3.4. Addition of Resolutions

- [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 for the following reason: *[to discuss personnel issues]*.

Non-BOH members requested to attend Executive Session: _____

Motion to ENTER 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 **ENTER** Executive Session.

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

Executive Session was terminated, with _____ new motions made by the BOH members.

4.0 FINANCIALS

4.1. MOTION TO: Increase / Decrease Appropriations

4.1.1. List if needed...

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 ACTION ITEMS

5.1. RESOLUTION# 2019-058-EH: 2020 Environmental Health Program Fee Schedule. This is the **SECOND** of the required three readings of the fee schedule. The **FIRST** reading was completed on December 16, 2019. The **THIRD** and **FINAL** reading will take place on February 10, 2020.

Motion by: _____ Second by: _____

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

5.2. RESOLUTION# 2020-001-ADM: 2020 Mileage Reimbursement Rate. This resolution sets the travel reimbursement rate for employees who travel for MCHD on business related matters. This resolution will keep the current reimbursement rate of \$0.52 cents per mile.

Motion by: _____ Second by: _____

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

5.3. RESOLUTION# 2020-002-EH: Rescind Resolution# 2017-024-EH: Declaration of a Home Unfit for Habitation 2833 County Road 26, Harmony Township – Parcel H21-001-00-216-00. This home was declared unfit for habitation by BOH resolution # 2017-024-EH on June 19, 2017. The Harmony Township Trustees passed a resolution on October 2, 2018 to have the home torn down; however, the home was never demolished. This property was sold at Sheriff’s sale on July 12, 2019, with the house still standing. Upon the recommendation of the Morrow County Prosecutor, the structure was inspected for structural damage on December 23, 2019, and the structure was deemed sound. [THE FOLLOWING WILL BE COMPLETED PRIOR TO BOH MEETING → MCHD conducted a visual inspection on January 13, 2020, and deems the home as improved from its prior state, and as such, wishes to rescind the BOH’s prior declaration of being unfit for habitation.]

Motion by: _____ Second by: _____

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

5.4. RESOLUTION# 2020-003-ADM: Payout of Pamela Butler’s Accrued Vacation Leave.

Pamela Butler, former Health Commissioner, is requesting a payout of her accrued vacation leave that she has remaining upon her separation from the agency. Charles Howland, Morrow County Prosecutor was contacted regarding the issue, and his opinion was received. A copy of both his opinion, and Ms. Butler’s contract is enclosed in your BOH packet.

Motion by: _____ Second by: _____

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

5.5. MOTION TO APPROVE: 2020 Contract with DKMM. This is a renewal contract between the BOH and DKMM to provide funding for the Health District for solid waste enforcement activities and monitoring services.

Motion by: _____ Second by: _____

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

5.6. MOTION TO APPROVE: 2020 Software Maintenance Agreement with Primary Solutions. This agreement is a renewal to continue using the agency’s accounting software.

Motion by: _____ Second by: _____

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

- 5.7. **MOTION TO APPROVE: 2020 Health Commissioner Employment Contract.** This contract is between the BOH and Stephanie Bragg. It describes the terms, conditions, and responsibilities for the employment of the Health Commissioner.

Motion by: _____ Second by: _____

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

- 5.8. **MOTION TO APPROVE: Interviewing and Hiring of Director of Nursing.** The Director of Nursing is a position required by ORC for all local health districts. The position vacancy was posted internally and externally on January 6, 2020, with the application period to close at 5:00 pm on January 13, 2020. We have had [number] candidates, including [description of candidates]. We would like to conduct interviews during the week of January 13, 2020.

Motion by: _____ Second by: _____

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

6.0 PUBLIC PARTICIPATION

- 6.1. If you wish to address the Board of Health, please fill out the Public Participation Form located at: <http://www.morrowcountyhealth.org/about-us/board-of-health/> and send to the Morrow County Health District office.

The deadline for form submission is the 5:00 pm on the Thursday immediately prior to the scheduled Board meeting.

As of **January 8, 2020, NO ONE** has requested to address the Board at this meeting.

7.0 TRAINING ON PUBLIC HEALTH

- 7.1. *None*

8.0 INFORMATION ITEMS AND COMMENTS – REFER TO ATTACHMENTS

8.1. Environmental Health Division

Stephanie Bragg

- 8.1.1. STS Abandonment Report
- 8.1.2. EH Program Updates
- 8.1.3. Additional Information

8.2. Nursing and Community Health Division

Stephanie Bragg

- 8.2.1. Communicable Disease Report
- 8.2.2. Outbreak Updates
- 8.2.3. Nursing Program Updates
- 8.2.4. Additional Information

8.3. Health Commissioner

Stephanie Bragg

- 8.3.1. Agency Updates
- 8.3.2. Agency Information
- 8.3.3. Any Additional Information

9.0 EXECUTIVE SESSION [If necessary]

Reason to go into Executive Session: I, _____, make the motion to go into executive session for the following reason: _____

Non-BOH members requested to attend Executive Session: _____

Motion to ENTER 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 ENTER Executive Session.

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

Executive Session was terminated, with _____ new motions made by the BOH members.

10.0 MEETING ADJOURNMENT

The next regular Board of Health meeting will be held **February 10, 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.

DRAFT