



BOARD OF HEALTH MEETING

AGENDA
February 10, 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: January 13, 2020 Meeting Minutes

Motion by: _____ Second by: _____

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

2.3. MOTION TO APPROVE: February 10, 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 FINANCIALS

3.1. MOTION TO APPROVE: The Monthly Financials as presented

Motion by: _____ Second by: _____

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

4.0 ACTION ITEMS

4.1. RESOLUTION# 2019-058-EH: 2020 Environmental Health Program Fee Schedule.

This is the **THIRD** and **FINAL** reading of the required three readings of the fee schedule. The **FIRST** reading was completed on December 16, 2019. The **SECOND** reading was completed on January 13, 2020. There have been no changes made to this fee schedule since the December 16, 2019 reading.

Motion by: _____ Second by: _____

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

4.2. RESOLUTION# 2020-004-ADM: Allowable Travel Expenses Policy. This policy describes what travel expenses are reimbursable to employees who need to travel to conduct Health District business. This policy originally became effective in 1997, and had not been revised in many years. This resolution is to adopt the policy as revised.

Motion by: _____ Second by: _____

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

4.3. RESOLUTION# 2020-005-ADM: Performance Appraisal Policy. This policy describes the process and procedures related to employee performance appraisals, performance management, and performance planning. It replaces the original policy adopted in 2017.

Motion by: _____ Second by: _____

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

- 4.4. 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 was enclosed in your January 13, 2020 BOH packet. This resolution was tabled at the January 13, 2020 meeting.

Motion by: _____ Second by: _____

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

- 4.5. MOTION TO APPROVE: Hiring of Morgan Kocher as Director of Nursing.** Morgan was one of two candidates interviewed by a panel of MCHD staff. The panel unanimously decided that she would be the best candidate to fulfill the role.

Motion by: _____ Second by: _____

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

5.0 PUBLIC PARTICIPATION

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

As of **February 6, 2020, 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 Bragg/Stephanie Zmuda*

- 6.1.1.** STS Abandonment Report
- Included in the packet
- 6.1.2.** EH Program Updates
- Food Program
 - Sewage installers meeting
 - Still seeking EH Director
- 6.1.3.** Additional Information
- Update about Innovative Organics

6.2. Nursing and Community Health Division

Stephanie Bragg

6.2.1. Communicable Disease Report

- ...

6.2.2. Outbreak Updates

- Vaping Illness Update
- 2019 nCoV Outbreak

6.2.3. Nursing Program Updates

- Morgan Kocher introduction
- Teresa Hoffman doing well

6.2.4. Additional Information

- ...

6.3. Health Commissioner

Stephanie Bragg

6.3.1. Agency Updates

- Accreditation process

6.3.2. Agency Information

- Hidden Lakes
- The "Tire House"
- CHA Public Release – Wednesday, February 12, 2020. 10:00 pm – 12:30 pm
- DAC Meeting – Tuesday March 24, 2020. Registration at 5:30 pm. Meeting to begin at 6:00pm
- Financial Information

6.3.3. Any Additional Information

- ...

7.0 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			
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			
Shad Gallogly		Glenn Bragg	
Grant Galbraith		Holly Trainer	

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

8.0 MEETING ADJOURNMENT

The next regular Board of Health meeting will be held **Date** 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.**