



BOARD OF HEALTH MEETING

APRIL MEETING MINUTES

April 20, 2020

Note: Due to COVID-19, this meeting was held virtually via Zoom Teleconference

Board Members Present

Martha Mooney, DVM
Holly Trainer, RPH

Shad Gallogly
Glenn Bragg

Grant Galbraith, MD

MCHD Personnel Present

Stephanie Bragg Jill Thompson Morgan Kocher

Guests Present

Lynn Shinaberry Chris Myers Michael Walker Anthony Conchel

1.0 CONVENTION

- 1.1. Martha Mooney, Board President, called the meeting to order at **6:04 p.m.**
- 1.2. A quorum of Board members **was** present (5 of 5)

2.0 STANDING AGENDA ITEMS

2.1. Introductions and Welcome

Guests were welcomed.

2.2. MOTION TO APPROVE: March 16, 2020 Minutes – As Amended

- Changed Shad to “Abstain” for approving February’s minutes
- Included Lynn Shinaberry as attending executive session

The motion to accept the March 16, 2020 Minutes as amended was made by **Grant Galbraith**, and seconded by **Holly Trainer**. All Ayes, 1 Abstention – Motion Carried.

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

2.3. MOTION TO APPROVE: April 20,2020 Agenda

2.3.1. Additions to agenda

- *None*

2.3.2. Deletions to agenda

- *None*

2.3.3. Changes to agenda

- *None*

2.3.4. Addition of Resolutions

- *None*

The motion to approve the April 20, 2020 Agenda was made by **Holly Trainer**, and seconded by **Shad Gallogly**. All Ayes – Motion Carried.

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

3.0 FINANCIALS

3.1. MOTION TO: INCREASE OR DECREASE Appropriations

3.1.1. Motion to increase appropriations in the amount of \$10,000.00 from the unappropriated monies to the “Purchase Services” line item for payment of CHIP completion.

The motion to Increase Appropriations was made by **Holly Trainer**, and seconded by **Shad Gallogly**. All Ayes – Motion Carried

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

3.1.2. Motion to increase appropriations in the amount of \$3,150.00 from the unappropriated monies to the “Supplies, Other” line item for Kelly Worstell to purchase diapers and supplies for families.

The motion to Increase Appropriations was made by **Glenn Bragg**, and seconded by **Grant Galbraith**. All Ayes – Motion Carried

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

3.1.3. Motion to establish budget of \$30,182.00 for Fund 8574: COVID-19 Response in the following line item amounts:

- Employee Wages - \$12,699.44
- OPERS Employer Share - \$1,777.92
- Medicare Employer Share - \$142.24
- Worker’s Compensation - \$117.72
- Mileage Reimbursement - \$647.40
- Health District Reimbursement - \$14,737.32

- Communications - Advertising & Printing - \$59.96

The motion to Establish a Budget for COVID-19 Response was made by **Shad Gallogly**, and seconded by **Holly Trainer**. All Ayes – Motion Carried

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

3.1.4. Motion to advance \$10,000.00 from the General Fund to Fund 8574: COVID-19 Response.

The motion to Advance Funds to Fund 8574: COVID-19 Response was made by **Grant Galbraith**, and seconded by **Shad Gallogly**. All Ayes – Motion Carried

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

3.2. MOTION TO APPROVE: The Monthly Financials as Presented

The motion to approve the Monthly Financials as presented was made by **Glenn Bragg**, and seconded by **Holly Trainer**. All Ayes – Motion Carried

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

4.0 ACTION ITEMS

4.1. RESOLUTION# 2020-006-ADM: Agreement between Eastman & Smith, LTD., and Morrow County Board of Health. This resolution renews the agreement for Eastman & Smith LTD to provide legal assistance for the BOH in matters related to litigation with Brian Benick.

The resolution to approve the Eastman & Smith Agreement was made by **Shad Gallogly**, and seconded by **Grant Galbraith**. All Ayes – Motion Carried

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

- 4.2. RESOLUTION# 2020-007-EH: Myers Variance for CEU Requirements.** Chris Myers is requesting a variance from OAC 3701-29-03(C)(5) to use the CEU's earned in 2020 toward his 2020 his sewage registration. This has been done for others in the past; however, we have learned that this now requires a BOH variance.

The resolution to approve the Myers Variance was made by **Holly Trainer**, and seconded by **Grant Galbraith**. All Ayes, with 1 Abstention – Motion Carried

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

- 4.3. RESOLUTION# 2020-008-EH: Walker Variance for Under Driveway Septic Line.** Michael Walker is requesting a variance from OAC 3701-29-06 (G)(3)(a) to allow him to pass his septic line under his driveway. His septic designer determined that this will allow for the best placement of his septic system.

The resolution to approve the Walker Variance was made by **Glenn Bragg**, and seconded by **Grant Galbraith**. All Ayes, with 1 Abstention – Motion Carried

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

- 4.4. RESOLUTION# 2020-001-ADM: Amended Resolution to Set the Mileage Reimbursement Rate.** The BOH adopted the Mileage Reimbursement rate for 2020 on January 13, 2020 at \$0.52 per mile, which was in accordance with the current State of Ohio Office of Budget and Management's mileage reimbursement rates. Effective April 20, 2020, the Office of Budget and Management has set the mileage reimbursement rate at \$0.45 per mile for the remainder of the fourth quarter of their fiscal year. This resolution will amend MCHD's mileage reimbursement rates to reflect the change adopted by the Office of Budget and Management.

The resolution to approve the Amended Mileage Reimbursement Rate was made by **Shad Gallogly**, and seconded by **Glenn Bragg**. All Ayes – Motion Carried

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

5.0 PUBLIC PARTICIPATION

As of **April 16, 2020**, **NO ONE** has requested to address the Board at this meeting.

6.0 INFORMATION ITEMS AND COMMENTS – REFER TO ATTACHMENTS

6.1. Health Commissioner

Stephanie Bragg

6.1.1. Emergency Response

- COVID-19 Activities – Update provided

6.1.2. Agency Updates

- Wage increase vs. bonus proposal
 - This was discussed, and it was decided to table the proposal until late summer after levy monies come in.
- Please review and sign the Confidentiality and HIPAA policies. These are required for each MCHD person to review and acknowledge annually.
- Look over the Health Commissioner’s performance evaluation forms and determine when the BOH wants to conduct her review.
 - This was discussed, and it was decided to wait to proceed with the evaluation until the BOH is able to meet in person again.

6.2. Environmental Health Division

6.2.1. STS Abandonment Report

- Included in packet – Glenn noted that there is a missing tank abandonment from January or February that he completed in Steam Corners. Stephanie Bragg will check with Karrie to correct the issue.

6.3. Nursing Division

6.3.1. Communicable Disease Report

- Included in packet

7.0 MEETING ADJOURNMENT

The next regular Board of Health meeting will be held **May 18, 2020 at 6:00 pm**. The meeting will be held in person in the Community Services Building if possible. If in-person meetings are still inadvisable, the meeting will be held virtually via Zoom.

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

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

This meeting was adjourned at 7:17 p.m.

*Martha Mooney, DVM
President, Board of Health*

Date

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

Date