



BOARD OF HEALTH MEETING

JUNE MEETING MINUTES

June 15, 2020

Board Members Present

Martha Mooney, DVM Shad Gallogly Grant Galbraith, MD
 Holly Trainer, RPH Glenn Bragg

MCHD Personnel Present

Stephanie Bragg Morgan Kocher Stephanie Zmuda Jill Thompson Lynne Keesey

Guests Present

Tim Hack Lynn Shinaberry Jim Jahn Rob Corzatt Mark Backs
 Danya Contractor Alptekin Aydogan Marlene Tramonte Lynn Tramonte
 Alexander Corona Don Bryant Lucia De La Barrera Tom Cronewhitt

1.0 CONVENTION

- 1.1. Martha Mooney, Board President, called the meeting to order at **6:01 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 and reminded to sign in. The use of social distancing and masks was asked of all meeting attendees in order to reduce the risk of COVID-19 spread at the meeting.

2.2. MOTION TO APPROVE: May 18, 2020 Minutes

The motion to accept the May 18, 2020 Minutes was made by **Holly Trainer**, 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

2.3. MOTION TO APPROVE: Date Agenda

2.3.1. Additions to agenda

- 4.9 Contract with Ohio Department of Commerce
- 4.10 Contract with Tracie Bakewell, NP (revised)

2.3.2. Deletions to agenda

- None

2.3.3. Changes to agenda

- *Move 4.1 to be heard prior to Financials section*
- *Move 4.2 to be heard prior to Financials section*
- *Move 5.0 to be heard after 4.2 and prior to Financials section*

The motion to approve the June 15, 2020 Agenda 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

3.0 FINANCIALS

3.1. MOTION TO: Increase Appropriations

3.1.1. Motion to increase appropriations in the amount of \$1,520.93 from the certified monies to the “Computers/Equipment/Furniture” line item for the purchase of a Help Me Grow program computer system.

The motion to approve the Increase Appropriations 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

3.1.2. Motion to Motion to divide the increased appropriations in the amount of \$10,000.00 between the COVID-19 grant and the Contact Tracing grant. These monies were appropriated from the unappropriated monies to the “Employee Wages” line item for the COVID-19 grant during the April 20, 2020 BOH meeting. Before fiscal had the opportunity to transfer the monies, MCHD received the Contact Tracing grant. We would like to request dividing the appropriated monies equally between the two grant funds.

The motion to approve Divide Appropriations 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

3.1.3. Motion to establish budget of \$37,121.00 for Fund 8576: Contact Tracing, in the following line item amounts:

- Employee Wages - \$29,276.00
- OPERS Employer Share - \$4,098.64
- Medicare Employer Share - \$446.36
- Supplies & Materials - \$3,300.00

The motion to approve the Establish a Budget 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 **Shad Gallogly**. 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# 2020-011-EH: Backs Variance for Under Driveway Septic Line. Mark and Linda Backs are requesting a variance from OAC 3701-29-06 (G)(3)(a) to allow them to pass their septic line under their driveway. Their septic designer determined that this will allow for the best placement of their septic system.

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

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

4.2. RESOLUTION# 2020-012-EH: Corzatt Variance for Under Driveway Septic Line. Rob Corzatt 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 Corzatt Variance was made by **Grant Galbraith**, and seconded by **Holly Trainer**. All Ayes, 1 Abstention – Motion Carried

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

- 4.3. RESOLUTION# 2020-013-EH: Camps Enforcement Policy.** This policy describes the process and procedures regarding the enforcement of the applicable law and rule for the Camps program of the Environmental Health division.

The resolution to approve the Camps Enforcement Policy was made by **Grant Galbraith**, 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

- 4.4. RESOLUTION# 2020-014-EH: Pools Enforcement Policy.** This policy describes the process and procedures regarding the enforcement of the applicable law and rule for the Pools program of the Environmental Health division.

The resolution to approve the Pools Enforcement Policy was made by **Grant Galbraith**, 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

- 4.5. MOTION TO APPROVE: Contract with Franklin County Public Health to Provide Emergency Preparedness Planner Services.** We contracted with FCPH last year to provide EPP services for the PHEP grant. Their agency supplies two staff members who work on the various deliverables required of the grant. The funding for this contract is split by the percentages of work done by MCHD vs. FCPH for each deliverable. The total amount that is projected to be paid to FCPH for their services is \$54,723.62 from the PHEP grant. A break-down of cost per deliverable can be found in Attachment B of the proposed contract, which is included in your packet.

The motion to approve the Emergency Preparedness Planner Contract with Franklin County Public Health was made by **Glenn Bragg**, 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

- 4.6. **MOTION TO APPROVE: Contract with Franklin County Public Health to Provide Tier 2 Epidemiologist Services.** This contract is a renewal of the same contract with FCPH from last year to provide Epi 2 services on an as-needed basis. We did not need to use Epi 2 services from FCPH in the last year, as we have been able to handle all issues in-house. Although Stephanie Bragg is qualified to serve as an Epi 2, ODH stipulates that a member of the Triad cannot hold this role.

The motion to approve the Epi 2 Contract with Franklin County Public Health 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

- 4.7. **MOTION TO APPROVE: Changing the employment status of Rodney Brewer, RS from part-time status at 30 hours per week to full-time status at 38 hours per week.** Mr. Brewer has requested to return to his original position of full-time status at 38 hours per week.

The motion to approve Changing Rodney Brewer’s Employment Status to Full-Time was made by **Holly Trainer**, and seconded by **Grant Galbraith**. 3 Ayes, 2 Nays – Motion Carried

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

- 4.8. **MOTION TO APPROVE: Creation of a public participation policy for public meetings held by the BOH.** Although it is not required to allow public participation at BOH meetings, usually, the BOH allows it.

After discussion, it was determined that there is some sort of policy like this in place. The Health Commissioner will locate the policy, revise it if needed, and present it to the Board at the July meeting.

No action needed at this time.

- 4.9. MOTION TO APPROVE: Contract between MCHD and the Ohio Department of Commerce to provide Manufactured Home Park Inspections.** This is a renewal of our contract with the Ohio Department of Commerce for MCHD to conduct Manufactured Home Park inspections on their behalf.

The motion to approve the Contract with Ohio Department of Commerce to Provide Manufactured Home Park Inspections 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

- 4.10. MOTION TO APPROVE: Revised Contract with Tracie Bakewell, NP to provide RHWP family planning services.** Ms. Bakewell is currently under contract to provide RHWP services for MCHD at no more than 200 hours per year. Under the updated requirements of the newly received RHWP funding, we must have a healthcare provider on staff at least 32 hours per month. This requirement is in addition to the hours she already provides under her current contract. This motion will revise Article II: The Board’s Responsibilities, paragraph 1, section b: regarding the employee’s working hours. The revision will change Ms. Bakewell’s working hours to not exceed 600 hours per year, unless patient load in the RHWP Clinic warrants additional hours. All other parts of her contract will remain the same

The motion to approve the Revised Contract with Tracie Bakewell was made by **Holly Trainer** 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

- 5.1. Danya Contractor** requested to address the Board at this meeting regarding COVID-19 and the ICE detainees at the Morrow County Correctional Facility. (5 minutes)

- Ms. Contractor discussed the current outbreak of COVID-19 at the Morrow County Correctional Facility and its effect on the ICE detainees who are held there. She requested the Board shut the facility down due to this issue.

The Board and Health Commissioner responded by explaining how the Correctional Facility does not fall under the authority of the Board of Health. Continued debate surrounding the issue began to disrupt the progress of the Board meeting, and the

assistance of the Mt. Gilead Village Police Officer in attendance was requested to remove individuals as needed.

5.2. Tim Hack has requested to address the Board at this meeting regarding the required presence of homeowners for variances. (5 minutes)

- Mr. Hack discussed his opinion that homeowners should not have to attend the Board meeting in which their variance was discussed. He advocated that a homeowner be allowed to send in the contractor to speak on their behalf instead.

The Board clarified that they interpret the existing variance policy to mean that a homeowner may appoint another person, including the contractor, to represent their interests at the Board meeting and speak on their behalf in regards to the requested variance.

6.0 INFORMATION ITEMS AND COMMENTS – REFER TO ATTACHMENTS

6.1. Environmental Health Division

Stephanie Zmuda

6.1.1. STS Abandonment Report

6.1.2. EH Program Updates

- Pool Survey should occur this fall
- Hidden Lakes meeting update

6.2. Nursing and Community Health Division

Morgan Kocher

6.2.1. Communicable Disease Report

6.2.2. COVID-19 Update

- National – 2,085,769 cases, with 115,644 deaths. Statewide – 41,576 cases, with 2,573 deaths. Morrow County – 110 cases, with 1 death.
- 55 cases related to the Morrow County Jail. Last case was diagnosed on 5/19/20. Jail outbreak will be over on 6/16/20 if they have no more cases.

6.2.3. Nursing Program Updates

- Clinics are slowly reopening
- Awarded an additional \$69,000 for RHWP special populations clinics.
 - Working with MaryHaven, the Tomorrow Center, and the Amish Community to provide RHWP services to these populations
- School nurse contracts are in limbo as we wait for school guidance

6.3. Health Commissioner

Stephanie Bragg

6.3.1. Emergency Response

- Able to restructure the budget for the COVID grant to allow for EH staff to be paid for their COVID activities under this funding
- Revised the Contact Tracing grant budget to capture additional work being completed under that umbrella
- ODH Director, Dr. Amy Acton, resigned her position on 6/11/20 due to the political pushback and threats she has been receiving

- Senior Fair Board voted against having the county fair this year. However, new guidance and incentive was released from the state encouraging counties to have their fairs this year. We will work with the fair board as they decide how to proceed
- The frequency and inconsistency of COVID-19 guidance changes is frustrating for the Health District and the community alike. Enforcement of orders is difficult without adequate support from other county entities.

6.3.2. Agency Information

- DAC meeting is scheduled for June 23, 2020 at 6:30 pm. We have requested only the voting members of the DAC attend so as to keep the number of people low.
- Shad Gallogly reminded the Board that the Health Commissioner is due for a performance evaluation, and requests that it be done at the next meeting.


7.0 MEETING ADJOURNMENT

The next regular Board of Health meeting will be held **July 20, 2020, at 6:00 pm.** in the Community Services Building.

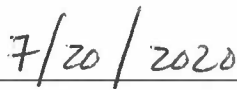
The motion to adjourn this meeting was made by **Holly Trainer**, and seconded by **Grant Galbraith**. All Ayes – Motion Carried.

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

This meeting was adjourned at 8:33 p.m.



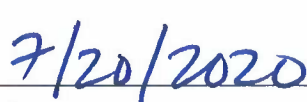
 Martha Mooney, DVM
 President, Board of Health



 Date



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



 Date