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Description automatically generated **Galion Board of Health Special Meeting**

**Galion Board of Health** Galion City Health Department Thursday, January 13, 2022 5:00pm - 7:00pm

**Present:** Ms. Andrea Barnes, Director of Environmental Health; Ms. Shellie Burgin, Board Member; Ms. Andrea Wildenthaler, Board Member; Ms. Candy Yocum, Board Member

**Absent:** Tom O'Leary, Mayor, City of Galion, President; Ms. Emily Miller RN, BSN, RN, BSN, Director of Nursing; Ms. Olivia Roston, Business Services Officer; Ms. Tina Nichols, Health Educator/DIS; Lynn Corwin, PHN; Jennifer Jordan, Administrative Assistant-Medical Assistant; Mr. Dennis Sterling, Board Member; Ms. Monica Light, Public Health Nurse; Ms. Sarah Miley, Reproductive Health & Wellness Program Manager; Amanda Moran, Board Member

# Call to Order

### Minutes:

Ms. Barnes called the meeting to order at 5:04pm.

# Approval of Consent Agenda

Motion to approve the consent agenda for January 13, 2022 as presented by:

\*Note any consent agenda items to be removed, if necessary.

**Result:** Approved

**Motioned:** Ms. Candy Yocum

**Seconded:** Ms. Andrea Wildenthaler

|  |  |  |  |
| --- | --- | --- | --- |
| **Voter** | **Yes** | **No** | **Abstaining** |
| Ms. Shellie Burgin, Board Member | X |  |  |
| Ms. Andrea Wildenthaler, Board Member | X |  |  |
| Ms. Candy Yocum, Board Member | X |  |  |

## Health Commissioner Report

See attached Health Commissioner Report.

### Attachments:

[HC\_Monthly\_Report\_December\_2021.pdf](https://galionhealthorg.blueskymeeting.com/meeting_groups/225/item_attachments/63866)

## Nursing Division Report

See attached Nursing Division Report and School-based Health Services Report.

### Attachments:

[Nursing\_Monthly\_Report\_December\_2021.pdf](https://galionhealthorg.blueskymeeting.com/meeting_groups/225/item_attachments/63867)

## Environmental Division Report

See attached Environmental Division Report.

### Attachments:

[December\_2021\_Monthly\_EH\_Report.pdf](https://galionhealthorg.blueskymeeting.com/meeting_groups/225/item_attachments/63868)

## Outreach Reports

See attached outreach report for the Come Home to Galion Parade held December 4, 2021.

### Attachments:

[Come\_Home\_to\_Galion\_12.4.21.docx](https://galionhealthorg.blueskymeeting.com/meeting_groups/225/item_attachments/63869)

## Contracts

Contracts that were entered into by the Health Commissioner.

### Attachments:

[2022\_Black\_Box\_Contract\_GCHD.pdf](https://galionhealthorg.blueskymeeting.com/meeting_groups/225/item_attachments/63870)

## Board of Health Continuing Education (ORC 3701.342)

Reminder to BOH members that two (2) hours of continuing education are required to be completed each calendar year, per ORC 3701.342.

Verification sheets (attached), and copies of certificates (if applicable) need to be submitted to Health Commissioner. There is an applicable training on Sunshine Laws (very good for new members) available virtually at the following link:

[https://www.ohioattor](http://www.ohioattorneygeneral.gov/Legal/Sunshine-Laws/Sunshine-Law-Training)neygener[al.gov/Legal/Sunshine-Laws/Sunshine-Law-Training](http://www.ohioattorneygeneral.gov/Legal/Sunshine-Laws/Sunshine-Law-Training)

### Attachments:

[BOH\_CE\_Sign-off\_TEMPLATE.docx](https://galionhealthorg.blueskymeeting.com/meeting_groups/225/item_attachments/63871)

# Approval of the Agenda

Motion to approve the agenda for January 13, 2022 as presented by:

\*Note any items removed from the consent agenda to be added, if necessary.

**Motioned:** Ms. Andrea Wildenthaler

**Seconded:** Ms. Shellie Burgin

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| --- | --- | --- | --- |
| **Voter** | **Yes** | **No** | **Abstaining** |
| Ms. Shellie Burgin, Board Member | X |  |  |
| Ms. Andrea Wildenthaler, Board Member | X |  |  |
| Ms. Candy Yocum, Board Member | X |  |  |

# Approval of Board of Health Meeting Minutes

Motion to approve the December 14, 2021 GCHD Board of Health Meeting Minutes as presented by

**Result:** Approved

**Motioned:** Ms. Candy Yocum

**Seconded:** Ms. Andrea Wildenthaler

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| --- | --- | --- | --- |
| **Voter** | **Yes** | **No** | **Abstaining** |
| Ms. Shellie Burgin, Board Member | X |  |  |
| Ms. Andrea Wildenthaler, Board Member | X |  |  |
| Ms. Candy Yocum, Board Member | X |  |  |

### Attachments:

[Draft\_121421\_Minutes.pdf](https://galionhealthorg.blueskymeeting.com/meeting_groups/225/item_attachments/63872)

# Approval of Finance Reports

Motion to approve the December 2021 Finance Reports as presented by:

\*If the Auditors Office has not closed out the month in time for finance reports to be completed, they will be provided at the next BOH meeting.

**Motioned:** Ms. Shellie Burgin

**Seconded:** Ms. Andrea Wildenthaler

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| --- | --- | --- | --- |
| **Voter** | **Yes** | **No** | **Abstaining** |
| Ms. Shellie Burgin, Board Member | X |  |  |
| Ms. Andrea Wildenthaler, Board Member | X |  |  |
| Ms. Candy Yocum, Board Member | X |  |  |

### Attachments:

[Fiscal\_Reports\_12-2021.pdf](https://galionhealthorg.blueskymeeting.com/meeting_groups/225/item_attachments/63873)

# Reports

## COVID-19 Updates

Emily has been updating numbers on a weekly basis for the public on FaceBook. Galion City COVID report 1/6/2022

The Galion City Health Department, following the guidance released from the CDC and the Ohio Department of Health, has changed the isolation and quarantine to 5 days. If you are without symptoms and fever free for 24 hours without fever reducing medications on day 5 of your isolation you may be released from isolation on day 6 wearing a mask for 5 additional days.

Average Daily Cases 12/29/2021-1/5/2022: 19

\*Last year Average Daily Cases 12/29/2020-1/5/2021: 7 We continue to see a rapid increase in

COVID-19 cases and hospitalizations. Please remember to take proper precautions.

We have been busy with ODH updates on a daily basis, COTS updates, Binex- at-home test kit dispersements and ordering, and numerous questions from businesses, schools, and the public.

Staff is under a lot of stress in this current environment of the pandemic, and being short-staffed does not help.

# Old Business

## Appointment of a Health Commissioner

Next steps

Moving forward, it is impossible to do both positions any longer (meaning health commissioner and EH Director simultaneously) The Environmental Health work is behind. Neither position is being completed at an optimal level.

Jason McBride visited Galion on December 22, 2021. Both Candy and Shellie were present in my office so he had a warm welcome. I gave him a copy of our PPM, and Candy gave him a lot about the good in Galion and Crawford County. It was a positive visit. He looked at two homes in the area with a realtor as well.

He made a counter offer. This is up for BOH discussion.

### Minutes:

Board members discussed the counter offer put forth by Jason McBride. After discussion, the board members decided to counter back keeping the starting pay at $35 per hour allowing for a 6 month probationary review with a possible raise of up to 3% and a one-time bonus of up to $3,000.

## Second Reading of the Environmental Health/Food Fees

Motion to approve the second reading of the Environmental Health and Food Fees for 2022 and this will serve as the public hearing as presented by

**Result:** Approved

**Motioned:** Ms. Candy Yocum

**Seconded:** Ms. Andrea Wildenthaler

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| --- | --- | --- | --- |
| **Voter** | **Yes** | **No** | **Abstaining** |
| Ms. Shellie Burgin, Board Member | X |  |  |
| Ms. Andrea Wildenthaler, Board Member | X |  |  |
| Ms. Candy Yocum, Board Member | X |  |  |

### Attachments:

[2022\_Food\_Fee\_Notify.docx](https://galionhealthorg.blueskymeeting.com/meeting_groups/225/item_attachments/63874)

[Res\_2022- EH Food\_Fees\_2022.docx](https://galionhealthorg.blueskymeeting.com/meeting_groups/225/item_attachments/63875)

## Medical Director Contract with Changes

Motion to approve a Medical Director Contract with a new annual amount due to additional duties for the sexual health clinic, being paid by the 340B program as presented by

**Result:** Approved

**Motioned:** Ms. Andrea Wildenthaler

**Seconded:** Ms. Candy Yocum

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| --- | --- | --- | --- |
| **Voter** | **Yes** | **No** | **Abstaining** |
| Ms. Shellie Burgin, Board Member | X |  |  |
| Ms. Andrea Wildenthaler, Board Member | X |  |  |
| Ms. Candy Yocum, Board Member | X |  |  |

### Attachments:

[Medical\_Director\_Contract\_-\_Crum-\_2022.doc](https://galionhealthorg.blueskymeeting.com/meeting_groups/225/item_attachments/63876)

# New Business

## Resignations

Motion to approve the Health Commissioner to accept the resignation of Bethany Goeppinger, PT

PHN position, effective December 29, 2021 as presented by

**Result:** Approved

**Motioned:** Ms. Candy Yocum

**Seconded:** Ms. Shellie Burgin

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| --- | --- | --- | --- |
| **Voter** | **Yes** | **No** | **Abstaining** |
| Ms. Shellie Burgin, Board Member | X |  |  |
| Ms. Andrea Wildenthaler, Board Member | X |  |  |
| Ms. Candy Yocum, Board Member | X |  |  |

### Attachments:

[Formal\_Resignation\_Letter.docx](https://galionhealthorg.blueskymeeting.com/meeting_groups/225/item_attachments/63877)

## Appointments and Hiring

Motion to approve the Health Commissioner to accept the movement of Linda Gillam from the part time PHN position to the full time to fulfill the hiring of the second half of Melinda Corwin's previous

PHN position, effective January 1, 2022 as presented by

**Result:** Approved

**Motioned:** Ms. Andrea Wildenthaler

**Seconded:** Ms. Candy Yocum

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| --- | --- | --- | --- |
| **Voter** | **Yes** | **No** | **Abstaining** |
| Ms. Shellie Burgin, Board Member | X |  |  |
| Ms. Andrea Wildenthaler, Board Member | X |  |  |
| Ms. Candy Yocum, Board Member | X |  |  |

## Appointments and Hirings

Motion to approve the Health Commissioner to hire Jenna Boliantz to the PT PHN position, effective January 10, 2022 as presented by

\*Health commissioner posted on emergency due to the sudden vacancy.

**Result:** Approved

**Motioned:** Ms. Candy Yocum

**Seconded:** Ms. Andrea Wildenthaler

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| --- | --- | --- | --- |
| **Voter** | **Yes** | **No** | **Abstaining** |
| Ms. Shellie Burgin, Board Member | X |  |  |
| Ms. Andrea Wildenthaler, Board Member | X |  |  |
| Ms. Candy Yocum, Board Member | X |  |  |

## Appointments and Hirings

Motion to approve the Health Commissioner to hire Jessica Bourne to fill the part time MA/front desk position, effective January 11, 2021 as presented by

Motion to approve the Health Commissioner to hire Jessica Bourne to fill the part time MA/front desk position, effective January 11, 2022 as amended with the correct year, as presented by

**Result:** Approved

**Motioned:** Ms. Candy Yocum

**Seconded:** Ms. Shellie Burgin

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| --- | --- | --- | --- |
| **Voter** | **Yes** | **No** | **Abstaining** |
| Ms. Shellie Burgin, Board Member | X |  |  |
| Ms. Andrea Wildenthaler, Board Member | X |  |  |
| Ms. Candy Yocum, Board Member | X |  |  |

## Request for Health Commissioner to Approve >$5,000 on a Invoice

Motion to approve the Health Commissioner to spend >$5,000 for the Cure MD invoice as presented by

**Result:** Approved

**Motioned:** Ms. Andrea Wildenthaler

**Seconded:** Ms. Candy Yocum

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| --- | --- | --- | --- |
| **Voter** | **Yes** | **No** | **Abstaining** |
| Ms. Shellie Burgin, Board Member | X |  |  |
| Ms. Andrea Wildenthaler, Board Member | X |  |  |
| Ms. Candy Yocum, Board Member | X |  |  |

# Next Scheduled Board of Health Meeting

February 8, 2022 at 5:00pm Galion City Health Department Board Room See attached GCHD BOH meeting dates.

Galion City Council- Police, Fire, Health Subcommittee Meeting is scheduled for January 20, 2022 at 7:00pm in Council Chambers OR via Virtual Platform.

### Attachments:

[2022\_Board\_of\_Health\_Meeting\_Dates.docx](https://galionhealthorg.blueskymeeting.com/meeting_groups/225/item_attachments/63878)

# Adjournment

### Minutes:

Motion to adjourn at 5:35pm.

**Result:** Approved

**Motioned:** Ms. Andrea Wildenthaler

**Seconded:** Ms. Candy Yocum

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| --- | --- | --- | --- |
| **Voter** | **Yes** | **No** | **Abstaining** |
| Ms. Shellie Burgin, Board Member | X |  |  |
| Ms. Andrea Wildenthaler, Board Member | X |  |  |
| Ms. Candy Yocum, Board Member | X |  |  |

