**May 15, 2013**

The Galion City Board of Health met in regular session at 7:30 a.m. on Wednesday, May 15, 2013, at Galion City Health Department. Board members present were President Doug Schilling, Vice President Dennis Long, Pamela Fellner, Terry Gribble and Wendy Kerr, C.N.P. Also present were Health Commissioner Dr. Steve Novack, Director of Nursing Sandy Crossland, R.N. and Environmental Health Director Stephanie Zmuda, R.S. Mr. Schilling called the meeting to order at 7:36 a.m.

**Approval of Agenda**

By unanimous consent, The Board of Health (BOH) approved the agenda for May 15, 2013

**Approval of Month Minutes**

Ms. Kerr made a motion that the minutes from the meeting be approved. The motion was seconded by Mr. Gribble, and it was unanimously approved.

**Monthly Reports**

Dr. Novack stated that the mission of the Galion City Health department (GCHD) is to promote and protect the health and well-being of those that we serve. He stated that the hiring of a new part-time nurse is on hold for now. Dennis states wants to continue hiring for part-time RN and make the start date in August. Dr. Novack gave an overview of the server question and offered various options. There were no drug overdose deaths and two transports of opiate over-dose victims in April. The average age of death was 86 in April. There 18 deaths, 29 births, 1 fetal death and 2 underweight births.

Ms Crossland spoke on accreditation: the development of a template of staff meetings, the initiation of a new folder on Q drive that will be dedicated to the documentation of the accreditation process. She stated that the immunization quarterly 'up to date rate 73%.' Ms. Hobson attended health fair about car seats at Pioneer. Part-time RN hiring is on hold for now (see Board of Health - BOH- comments above). Mentioned quotes from Verizon on credit-card usage. Chlamydia is #1, hep C #2 for the month and year-to-date. Ms. Crossland discussed process of reporting to Ohio Disease Reporting System (ODRS).

Ms. Zmuda participated in accreditation training program as well as food-borne illness outbreak exercise (Gastro-Gambit). Ms. Zmuda has an evidence-based practice training program at Case Western. She discussed her conversations with Columbus City Health Dept. about letter-grade ranking of restaurants. Ms. Zmuda has finished her Ohio Department of Agriculture review. Results are pending in 45 days. Ms. Zmuda stated that the surveyor mentioned training and evaluation for food-service inspections. She will be undergoing software training on EHDIS (environmental health data information system).

Ms. Fellner made a motion to approve the monthly reports, seconded by Ms. Kerr. Motion carried.

**Old Business**

2013 Health Priorities: overview of process to determine health priorities and accreditation- Mr. Schilling requested that this item be removed and Mr. Long stated that when something pertinent comes up the item may return.

Report on Discussions with CCGHD- Mr. Schilling and Mr. Long met with representatives of Crawford County General Health District (CCGHD) in April. The overall tone is that there needs to be cooperation.

Generator quote- May need to re-appropriate funds to server need. Board offers unanimous consent. Mr. Long asks what is of higher priority, generator or server. Mr. Schilling mentioned that server and generator Mr. Long mentioned battery back up for refrigerator- does it exist? Mr. Schilling mentioned APC. Ms. Crossland will get information.

School nursing contracts- Galion- Ms. Crossland discussed Galion City Schools nursing contract. She mentioned the additional 10 extra hours per school year for documentation and administrative services. Mr. Gribble made a motion for approval of the contract. Ms. Kerr seconded the motion. Mr. Long, as member of the Galion Board of Education abstained from the voting. The motion passed.

School nursing contracts-Crestline- Mr. Long made a motion for approval of the contract. Ms. Kerr seconded the motion. The motion passed.

**New Business**

Local Government Innovation Fund Grant Opportunity, Deadline June 10- Dr. Novack stated that there is another round of funding for the above grant. He stated it is his desire to look into the prospect. By unanimous consent the Board approved.

Copier Contract Renewal- MT- Ms. Fellner made a motion to approve the contract with MT for an extension of the contract on printer services. This was seconded Mr. Gribble. The motion passed unanimously.

Monthly Bills- Ms. Kerr made a motion for the approval of the monthly bills. The motion was seconded by Mr. Long. The motion passed unanimously.

**Adjourn**

Mr. Gribble made a motion for adjournment. The motion was seconded by Mr. Long. The motion passed and the meeting adjourned at 8:58 a.m.

The next meeting will be held on Tuesday, June 11, 2013, at 7:30 a.m. in the Health Department office.

Respectfully Submitted,

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P. Stephen Novack, D.O., Commissioner

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Douglas Schilling, President