

Galion City Board of Health
Health Commissioners Monthly Report for February 2024



Accreditation

The annual payment to the Public Health Accreditation Board has been made for \$5,600. Our Annual Report is due on August 21, 2024.

Fiscal/Funding

Leanna and Sarah went to council on March 26, 2024 to answer any questions regarding the appropriation of funds to pay for training for staff on the grant. This was well-received by most. One thing we have learned is that the requirements by the auditor's office (top down) seem to frequently change and we will adapt.

Administrative Policies/ Procedures

February did not allow me time to review many policies/procedures that need to be reviewed; however, it will be a focal point of my work soon. The ODH Food Survey took several days of my time to prepare and get through it. I believe GCHD will pass but it was not perfect. I did need to complete an Action Plan for the survey and the Ohio Department of Health accepted my plan. Most of 2023, I was focused on accreditation and keeping our doors open.

IT

ES continues to provide our IT Services. At this point, GCHD believes that ES is providing the services that we need, and rumblings from the City of Galion indicate that they preferred ES over their new provider.

Staff

The Galion City Health Department hosted Diversity, Equity & Inclusion training on March 21, 2024. This was a good training and everyone who attended participated. The second training will be held on April 11th and will focus on sexuality & gender acceptance. This will meet the guidance/requirement from the ODH Workforce Development Grant. GCHD will resume monthly staff meetings in May.

City Meetings

March

I attended the Police, Health, and Fire Meeting to inform the council about the highlights in our 2023 GCHD Annual Report. Those in attendance appreciated the updates/information.

Shellie and I met with Thomas Palmer and Julie Bell on March 14th, 2024 about civil service concerns. My understanding is that the front desk clerical MA positions are likely the positions that we need to hire in the future under the civil service rules.

Other tasks progressing include, but are not limited to:

- Performance Management System updates, analyzing data, preparing for 2024 tracking
- Solar Eclipse Preparation
- Community Outreach plans
- Reviewing Policy/Procedures
- Grant discussions
- Office organization
- Completing the Quality Indicators & AFR before May 1, 2024

- Coverage for staff out on vacation
- HR Training, Health
Commissioner University

Respectfully Submitted,

Andrea Barnes, Health Commissioner