

Galion City Board of Health
Galion City Health Department, 113 Harding Way East, Galion
Tuesday, July 14, 2020 5:00 pm
Regular Meeting
Held via GoTo Meeting



Present: Ms. Brittany Craft, President ProTempore; Ms. Kara Ault, Vice President; Ms. Shellie Burgin, Board Member; Mr. Dennis Sterling, Board Member; Ms. Andrea Wildenthaler, Board Member; Ms. Emily Miller, Director of Nursing

Guests: Ms. Lynn Corwin, GCHD Staff

Absent: Mr. Tom O'Leary, President; Ms. Trish Factor, Health Commissioner

1. Call to Order

Ms. Ault called the meeting to order at 5:00 pm.

2. Approval of Consent Agenda

Motion to approve the Consent Agenda for July 14, 2020 by: Ms. Craft Second by: Ms. Burgin Abstentions: N/A

A Roll Call Vote was taken.

Ault-Y Burgin-Y Craft-Y Sterling-Y Wildenthaler- Y

Motion carried.

Items included in the consent agenda:

- Board of Health Meeting Minutes (060920)
- Health Commissioner Report (071420), supporting documents (Accreditation Process Update email)
- Nursing Report (June 2020)
- Environmental Report (June 2020)
- Board of Health Continuing Education reminder

3. Approval of Agenda

Motion to approve the amended Agenda for July 14, 2020 by: Ms. Craft Second by: Mr. Sterling Abstentions: N/A

A Roll Call Vote was taken.

Ault-Y Burgin- Y Craft-Y Sterling-Y Wildenthaler- Y

Motion carried.

4. Public Comment

N/A

5. Approval of Finance Reports/ Warrants

Motion to approve the May 2020 Finance Reports as presented by: Mr. Sterling Second by: Ms. Craft Abstentions: N/A

A Roll Call Vote was taken.

Ault-Y Burgin- Y Craft-Y Sterling-Y Wildenthaler- Y

Motion carried.

Motion to approve the June 2020 Finance Reports as presented by: Ms. Ault Second by: Mr. Sterling Abstentions: N/A

A Roll Call Vote was taken.

Ault-Y Burgin- Y Craft-Y Sterling-Y Wildenthaler- Y

Motion carried.

*Correction: changed 1st page reference from March to June on the June 2020 Finance Reports.

5.1 Audit Update

Ms. Factor had sent some notes to Ms. Ault describing that the audit was delayed (due in part to COVID) but the documents being shared are those that were requested by the Auditors Office as well as the financial statements from Ms. Belinda Miller. The deficit noted in the financial statements seemed to be primarily due to potential expenses such as paid leave balances (if staff were to leave and have to be paid out, retirements, etc) and other potential expenses such as that

6. Reports

6.1 Board of Health Activity and Attendance Report

Motion to accept the 2020 Q1-Q2 Board of Health Activity and Attendance Report as presented by: Ms. Ault
Second by: Mr. Sterling Abstentions: N/A

A Roll Call Vote was taken.

Ault-Y Burgin- Y Craft-Y Sterling-Y Wildenthaler- Y

Motion carried.

7. Old Business

7.1 COVID-19 Updates

COVID-19 updates were presented. Ms. Ault stated that these were being posted to social media as well as being emailed out.

Motion to approve the Old Business (COVID-19 Updates) was made by: Ms. Burgin Second by: Mr. Sterling
Abstentions: N/A

A Roll Call Vote was taken.

Ault-Y Burgin- Y Craft-Y Sterling-Y Wildenthaler- Y

Motion carried.

8. New Business

8.1 Updates Policies/ Procedures

Motion to approve the Sexual Health Clinic Fee Schedule and Sexual Health Clinic Sliding Fee Discount Program Policy as presented by: Ms. Ault Second by: Mr. Sterling Abstentions: N/A

A Roll Call Vote was taken.

Ault-Y Burgin- Y Craft-Y Sterling-Y Wildenthaler- Y

Motion carried.

8.2 Public Health Nurses- Hiring & Positions - Salary Schedule

Ms. Ault asked if a new nurse was selected and Ms. Miller stated yes, but she declined due to the pay, which is another reason why the modifications were being brought to the BOH to discuss. The position was offered to another candidate, but that candidate asked for some time to consider it, Ms. Miller gave her till 7/15/20.

Ms. Miller described her concerns with the pay scale for nurses and the need to be competitive with surrounding counties. Ms. Ault asked what she felt it should be, Ms. Miller described a starting pay as \$22 for a BSN, \$21 for a non-BSN. Current scales were looked at and they were at \$18-23 for non-BSN and \$19-24 with a BSN. It was discussed shifting the scale for an RN with BSN to \$22-27 and an RN without BSN to \$21-26 Discussions regarding compensation of nurses and how it compares occurred, Ms. Burgin mentioned that there is a difference between floor nurses and clinic nurses because of the hours (no nights, weekends, holidays). Questions concerning if the increases would affect current employees in these positions as well as others were brought up. Some discussion also took place questioning how the increases could affect the department's budget. Ms. Craft discussed that pay scales should be looked at across the board, from top to bottom everyone's position should be reevaluated.

Motion to allow the Health Commissioner to hire for the role of Public Health Nurse, at the new salary schedule

rates that were just determined, motion by: Ms. Craft Second by: Ms. Burgin Abstentions: N/A

A Roll Call Vote was taken.

Ault-Y Burgin- Y Craft-Y Sterling-Y Wildenthaler- Y
Motion carried.

Motion to allow the Health Commissioner to hire for the position of Intermittent Public Health Nurse as presented by: Mr. Sterling Second by: Ms. Burgin Abstentions: N/A

A Roll Call Vote was taken.

Ault-Y Burgin- Y Craft-Y Sterling-Y Wildenthaler- Y
Motion carried.

8.3 Server

Questions on Invoice presented, Ms. Factor was not available to answer questions. Ms. Ault recommended asking Ms. Factor to obtain another estimate; Ms. Wildenthaler stated she would like 3 estimates- seeing who the city uses, if that is possible.

Motion to table the discussion to next month was made by: Ms. Ault Second by: Mr. Sterling Abstentions: N/A

A Roll Call Vote was taken.

Ault-Y Burgin- Y Craft-Y Sterling-Y Wildenthaler- Y
Motion carried.

9. Executive Session

No Executive Session was called.

10. Next Scheduled Board of Health Meeting

August 11, 2020 at 5:00pm Galion City Health Department Board Room OR Virtually, TBD

Next Galion City Council- Police, Fire, Health Subcommittee Meeting is TBD

11. Adjournment

Motion to adjourn was made at 5:32pm by: Mr. Sterling Second by: Ms. Ault Abstentions: N/A

A Voice Vote was taken.

Motion carried.

Respectfully Submitted,

Trish Factor, Health Commissioner

Board of Health Approval Signature

Board of Health Approving Name and Title