

Galion City Board of Health
Galion City Health Department, 113 Harding Way East, Galion
Tuesday, December 8, 2020 5:00 pm
Regular Meeting
Held via GoTo Meeting



Present: Ms. Kara Ault, Vice President; Ms. Shellie Burgin, Board Member; Mr. Dennis Sterling, Board Member; Ms. Andrea Wildenthaler, Board Member; Ms. Trish Factor, Health Commissioner; Ms. Emily Miller, Director of Nursing; Ms. Andrea Barnes, Director of Environmental Health

Guests: Ms. Sarah Miley, GCHD Contracted Staff; Ms. Eunice Collene, Auditors Office; Public, Unidentified; Ms. Tina Nichols, GCHD Staff; Ms. Jen Allerding, Galion City Schools Superintendent; Ms. Jenny Jordan, GCHD Staff

Absent: Mr. Tom O'Leary, President; Ms. Brittany Craft, President ProTempore; Ms. Andrea Wildenthaler, Board Member

1. Call to Order

Ms. Factor called the meeting to order at 5:02 pm.

2. Approval of Consent Agenda

Motion to approve the Consent Agenda for December 8, 2020 by: Mr. Sterling Second by: Ms. Ault Abstentions: N/A

A Roll Call Vote was taken.

Ault-Y Burgin- Y Craft- not present Sterling-Y Wildenthaler- Y

Motion carried.

Items included in the consent agenda:

- Board of Health SPECIAL Meeting Minutes (111820)
- Nursing Report (November 2020),
- Environmental Report (November 2020)
- Board of Health Continuing Education reminder

3. Approval of Agenda

Motion to approve the Agenda for December 8, 2020 by: Ms. Ault Second by: Ms. Burgin Abstentions: N/A

A Roll Call Vote was taken.

Ault-Y Burgin- Y Craft- not present Sterling-Y Wildenthaler- Y

Motion carried.

4. Public Comment

N/A

5. Approval of Finance Reports/ Warrants

Finance Reports were not presented.

6. Reports

6.1 COVID-19 Updates

COVID-19 updates were presented.

7. Old Business

N/A

8. New Business

8.1 Contracts/ MOU's/ MOA's

Discussion regarding the contracts before the Board of Health addressed individual contracts. Discussion regarding

a sentence within the contracts that was confusing, concerning occurred.

Motion to remove the last sentence in Section III, Article D from all contracts presented which encompass the language in that sentence by: Mr. Sterling Second by: Ms. Ault Abstentions: N/A

A Roll Call Vote was taken.

Ault-Y Burgin- Y Craft- not present Sterling-Y Wildenthaler- Y
Motion carried.

Galion City Schools- Contact Tracing

Motion to approve the contract with the Galion City School District for Contact Tracing as amended by: Ms. Ault Second by: Mr. Sterling Abstentions: N/A

A Roll Call Vote was taken.

Ault-Y Burgin- Y Craft- not present Sterling-Y Wildenthaler- Y
Motion carried.

*Discussion on this contract included the description of the contact tracing work and hours the school has put into contact tracing. Superintendent Jen Allerding was present (virtually) and provided some insight as to the time and efforts of the school regarding contact tracing.

Galion-Crestline Chamber of Commerce & Rock Solid Media

Discussion regarding the Chamber contract occurred. Board member questioned why this was with the Chamber versus with a vendor such as A-1 Printing. Ms. Factor explained that the Chamber had been working with the GCHD from the start and was active with the Joint Information Center, had coordinated educational opportunities with businesses & the GCHD, and had been working with the GCHD to develop public information pieces for GCHD to utilize. Ms. Factor had stated that this contract would allow for the Chamber to utilize vendors to print items such as posters, etc to distribute more GCHD approved information widely.

Discussion regarding the Rock Solid Media occurred. Ms. Factor explained that this contract was to enable videos to be produced to assist in COVID response functions, and example given was a video to show what the Ohio Contact Tracing System is and how as a contact a person should be monitoring their symptoms utilizing the system and showing how the system actually looks and functions.

Other Contract Discussion

Ms. Collene discussed the issues that were of concern to her from the Auditors Office standpoint regarding if Then and Now's would be needed, if there were any issues with the contracts and/or the timing, etc. Board members discussed holding off on some of the contracts till answers to some of the questions were available.

Motion to rescind the contract with the Galion City School District for Contact Tracing by: Ms. Ault Second by: Ms. Burgin Abstentions: N/A

A Roll Call Vote was taken.

Ault-Y Burgin- Y Craft- not present Sterling-Y Wildenthaler- Y
Motion carried.

Lead Contact Tracer Training Development

Motion to approve the contract with Cristine Amurao, Contact Tracer Training Development-LEAD, as amended by: Ms. Ault Second by: Mr. Sterling Abstentions: N/A

A Roll Call Vote was taken.

Ault-Y Burgin- Y Craft- not present Sterling-Y Wildenthaler- not present at time of vote
Motion carried.

*The amendment was the removal of the sentence, per the motion made earlier.

Contact Tracer Training Development

Motion to approve the contract with Laura Peugh, Contact Tracer Training Development, as amended by: Ms. Ault
Second by: Mr. Sterling Abstentions: N/A

A Roll Call Vote was taken.

Ault-Y Burgin- Y Craft- not present Sterling-Y Wildenthaler- not present at time of vote

Motion carried.

*The amendment was the removal of the sentence, per the motion made earlier.

Contact Tracer Training Development

Motion to approve the contract with Lisa Cramer, Contact Tracer Training Development, as amended by: Ms. Ault
Second by: Mr. Sterling Abstentions: N/A

A Roll Call Vote was taken.

Ault-Y Burgin- Y Craft- not present Sterling-Y Wildenthaler- Y

Motion carried.

*The amendment was the removal of the sentence, per the motion made earlier.

8.3 Expenditures in Excess

Galion City School District

Motion to table the expenditure in excess for the Galion City School District Contact Tracing payment by: Mr. Sterling
Second by: Ms. Burgin Abstentions: N/A

A Roll Call Vote was taken.

Ault-Y Burgin- Y Craft- not present Sterling-Y Wildenthaler- Y

Motion carried.

Contact Tracer Training Development

Motion to allow the Health Commissioner to expend in excess of \$5,000.00, per Resolution #2020-162, for the purpose of contact tracer training development contract payments, as presented by: Mr. Sterling Second by: Ms. Wildenthaler Abstentions: N/A

A Roll Call Vote was taken.

Ault-Y Burgin- Y Craft- not present Sterling-Y Wildenthaler- Y

Motion carried.

8.4 Personnel Items

Motion to approve 2021 pay rates (effective the first pay of 2021), approve the appointment of Ms. Sarah Miley to the position of Reproductive Health & Wellness Manager (effective January 4, 2020), and approve the updated GCHD Organizational Chart (effective January 4, 2020) as presented by: Mr. Sterling Second by: Ms. Burgin Abstentions: N/A

A Roll Call Vote was taken.

Ault-not present at time of vote Burgin- Y Craft- not present Sterling-Y Wildenthaler- Y

Motion carried.

*Discussion stated that evaluations were waived for this pay rate increase, but no annual raises in the future would be granted without completed evaluations.

9. Executive Session

No Executive Session was called.

*Discussion of the need for an executive session was brought up, but it was not called due to the BOH Vice

President no longer being on the meeting (she had to excuse herself early). It was stated that they would need an executive session during the next regularly scheduled meeting but would need Ms. Factor to not be in the executive session. Ms. Factor stated that she could make a different person the organizer and “step out” of the virtual meeting room when this occurs.

10. Next Scheduled Board of Health Meeting

January 12, 2021 at 5:00pm via Virtual platform

11. Adjournment

Motion to adjourn was made at 7:09pm by: Mr. Sterling Second by: Ms. Wildenthaler Abstentions: N/A

A Voice Vote was taken.

Motion carried.

Respectfully Submitted,



Trish Factor, Health Commissioner



Board of Health Approval Signature

Kara Ault, BOH Vice President
Board of Health Approving Name and Title