

Galion City Board of Health
Galion City Health Department, 113 Harding Way East, Galion
Tuesday, January 12, 2021 5:00 pm
Regular Meeting
Held via GoTo Meeting



Present: Ms. Brittany Craft, President ProTempore; 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 Staff; Ms. Eunice Collene, Auditors Office; Ms. Tina Nichols, GCHD Staff; Ms. Jenny Jordan, GCHD Staff

Absent: Mr. Tom O'Leary, President

1. Call to Order

Ms. Factor called the meeting to order at 5:01 pm.

2. Approval of Consent Agenda

Motion to approve the Consent Agenda for January 12, 2021 by: Ms. Craft Second by: Ms. Burgin Abstentions: none

A Roll Call Vote was taken.

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

Items included in the consent agenda:

- Board of Health SPECIAL Meeting Minutes (121720)
- Health Commissioner Report (011221)
- Nursing Report (December 2020)
- Environmental Report (December 2020)
- Board of Health Continuing Education reminder

3. Approval of Agenda

Motion to approve the Agenda for January 12, 2021 by: Ms. Craft Second by: Mr. Sterling Abstentions: none

A Roll Call Vote was taken.

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

4. Public Comment

N/A

5. Approval of Finance Reports/ Warrants

5.1 Finance Reports

Motion to approve the November 2020 Finance Reports as presented by: Ms. Craft Second by: Mr. Sterling
Abstentions: none

A Roll Call Vote was taken.

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

5.2 COVID Funding

Discussion regarding COVID-19 funding occurred.

Trish shared a rough version of a spreadsheet depicting where COVID funds were needed.

Dennis shared details of a meeting he and Trish recently had with The Auditor's office (Gail Baldinger & Eunice Collene) and the Director of Law (Thomas Palmer). Intent of meeting was to find out how to fix whatever needed to be fixed based on all the recent emails. It was pointed out that a lack of an agreement between the GCHD and City of Galion is still not in place. Dennis had agreed to take information and start putting it into an agreement. Discussion regarding the history and components of said agreement occurred.

5.3 2021 Budget

Motion to amend the 2021 budget, as necessary, to allow for additional COVID-19 funding, and all associated additional awards, carry-over, and/or reallocation of such as presented by:

Ms. Wildenthaler Second by: Ms. Burgin Abstentions: none

Roll Call Vote Needed

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

Motion carried.

*Coronavirus Aid, Relief, and Economic Security (CARES) Coronavirus Response Fund (CRF)

Extension letter provided as reference.

*COVID-19 RFP's provided as reference.

6. Reports

6.1 COVID-19 Updates

COVID-19 updates were presented. Current numbers were presented. Discussions regarding the outreach for vaccination efforts were included; how to reach seniors.

7. Old Business

N/A

8. New Business

8.1 Contracts/ MOU's/ MOA's

COVID Funding

Motion to allow the Health Commissioner to enter into contract (including any subsequent addendums) with the Crawford County Health District for the purpose of receiving COVID-19 Enhanced Operations (EO22) funding, COVID-19 Vaccine Needs Assessment (VN21) funding, and any other Coronavirus funding which is provided by way of the Ohio Department of Health; and approved by the City of Galion Law Director as presented by: Ms. Burgin Second by: Ms. Craft Abstentions: none

A Roll Call Vote was taken.

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

Motion carried.

Contact Tracing

Motion to table the vote to allow the Health Commissioner to post for, select, and enter into contract with additional contact tracers by: Mr. Sterling Second by: Ms. Craft Abstentions: none

A Roll Call Vote was taken.

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

Motion carried.

COVID Enforcement

Motion to allow the Health Commissioner to post for, select, and enter into contract with an independent contractor for the purpose of COVID-19 Enforcement, as needed, and to allow the Health Commissioner to spend in excess of \$5,000.00 per Resolution #2020-162 if necessary, for the purpose of payment of said contracts, upon approval of the Law Director, as presented by: Ms. Craft Second by: Ms. Burgin Abstentions: none

A Roll Call Vote was taken.

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

Motion carried.

8.2 Policies/ Procedures

COVID-19 vaccine billing discussion

Motion to not charge, or bill for, an administration fee as it relates to the COVID-19 vaccines, as presented by: Ms. Craft Second by: Mr. Sterling Abstentions: none

A Roll Call Vote was taken.

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

Motion carried.

8.3 Board of Health

Brief discussions on the following topics

- Resignation of Kara Ault- BOH Vice President
- Board of Health Bylaws
 - Bylaws review- by-laws were provided for BOH members to review.
 - Appointment of new Vice President- this was discussed due to Ms. Ault's BOH resignation, it was determined the BOH would review the duties and consider who might want to be considered for the position.
 - Current BOH Composition- who is currently on the BOH and terms.
 - Board of Health Activity and Attendance Report- Trish stated this will be presented in February.

9. Executive Session

No Executive Session was called.

10. Next Scheduled Board of Health Meeting

February 9, 2021 at 5:00pm via Virtual platform

11. Adjournment

Motion to adjourn was made at 6:52pm by: Ms. Burgin Second by: Ms. Craft Abstentions: N/A

A Voice Vote was taken.

Motion carried.

Respectfully Submitted,



Trish Factor, Health Commissioner



Board of Health Approval Signature

Brittany Craft, BOH President ProTempore
Board of Health Approving Name and Title