

**Present:** Ms. Andrea Barnes, Director of Environmental Health; Mr. Dennis Sterling, Board Member; Ms. Shellie Burgin, Board Member; Ms. Andrea Wildenthaler, Board Member; Amanda Moran, Board Member; Jason McBride MS, MPH, CHES, Health Commissioner

**Absent:** Tom O'Leary, Mayor, City of Galion, President; Ms. Emily Miller RN, BSN, RN, BSN; Ms. Candy Yocum, Board Member;

**1 Call to Order**

Dennis called the meeting to order at 5:04pm.

**2 Approval of Consent Agenda**

Motion to approve the consent agenda for April 12, 2022

\*Note any consent agenda items to be removed, if necessary.

**Result:** Approved

**Motioned:** Ms. Andrea Wildenthaler

**Seconded:** Ms. Shellie Burgin

Voter	Yes	No	Abstaining
Mr. Dennis Sterling, Board Member	X		
Ms. Shellie Burgin, Board Member	X		
Ms. Andrea Wildenthaler, Board Member	X		
Amanda Moran, Board Member	X		

**2.1 Health Commissioner Report**

See attached Health Commissioner Report.

**Attachments:**

[HC Monthly Report March 2022.pdf](#)

**2.2 Nursing Division Report**

See attached Nursing Division Report and School-based Health Services Report.

**Attachments:**

[Nursing Monthly Report March 2022.pdf](#)

**2.3 Environmental Division Report**

See attached Environmental Division Report.

**Attachments:**

[EH Monthly Report March 2022.pdf](#)

**2.4 Outreach Reports**

See attached outreach report for the Health and Wellness Fair at the Y (3/16/22) and Crestline Senior Spring Fair (3/23/22).

**Attachments:**

[Crestline Senior Health Fair 032322.docx](#)  
[Y Health Fair 031622.pdf](#)

## 2.5 Board of Health Continuing Education (ORC 3701.342)

Reminder to BOH members that two (2) hours of continuing education are required to be completed each calendar year, per ORC 3701.342.

Verification sheets (attached), and copies of certificates (if applicable) need to be submitted to Health Commissioner. There is an applicable training on Sunshine Laws (very good for new members) virtually at the following link: <https://www.ohioattorneygeneral.gov/Legal/Sunshine-Laws/Sunshine-Law-Training>  
We also have a CE disk of BOH training.

### Attachments:

[BOH CE Sign-off TEMPLATE.docx ph 101 and public records hiddleson.pdf](#)

## 3 Approval of the Agenda

Motion to approve the agenda for April 12, 2022

**Result:** Approved

**Motioned:** Ms. Andrea Wildenthaler

**Seconded:** Amanda Moran

Voter	Yes	No	Abstaining
Mr. Dennis Sterling, Board Member	X		
Ms. Shellie Burgin, Board Member	X		
Ms. Andrea Wildenthaler, Board Member	X		
Amanda Moran, Board Member	X		

## 4 Approval of Board of Health Meeting Minutes

Motion to approve the March 8, 2022 GCHD Board of Health Meeting Minutes as presented by:

**Result:** Approved

**Motioned:** Mr. Dennis Sterling

**Seconded:** Ms. Shellie Burgin

Voter	Yes	No	Abstaining
Mr. Dennis Sterling, Board Member	X		
Ms. Shellie Burgin, Board Member	X		
Ms. Andrea Wildenthaler, Board Member	X		
Amanda Moran, Board Member	X		

### Attachments:

[Draft March Minutes.pdf](#)

## 5 Approval of Finance Reports

Motion to approve the March 2022 Finance Reports

\*If the Auditors Office has not closed out the month in time for finance reports to be completed, they will be provided at the next BOH meeting.

### Minutes:

There was discussion of the city being caught up with paying bills, and whether or not last year's finances had been reconciled. GCHD explained that this delay has caused us to be delayed with reporting our annual financial report to the state.

**Result:** Approved

**Motioned:** Amanda Moran

**Seconded:** Ms. Shellie Burgin

Voter	Yes	No	Abstaining
Mr. Dennis Sterling, Board Member	X		
Ms. Shellie Burgin, Board Member	X		
Ms. Andrea Wildenthaler, Board Member	X		
Amanda Moran, Board Member	X		

## 6 Old Business

- 6.1 Contractor Agreement with the City of Galion  
Talks continue to occur with the law director with this issue.  
To be continued...

- 6.2 Tabled proposed TB fee schedule change  
To be revisited when the new Director of Nursing is hired.

### Attachments:

[TB Cost Analysis.docx](#)

[TB reasons to deny increase.pdf](#)

## 6.3 Archiving Social Media

We are considering sharing the cost of the ArchiveSocial product with Chief Rodriguez and Matt E. The most economical plan is \$3,000/yr, and if the cost is split three ways to cover all city social media pages, the cost would be \$1,000/yr if split three ways.

BOH suggested to acquire more quotes for a similar service.

## 6.4 Posting of Director of Nursing Position

The position has been posted. There have been four applicants, and one applicant made it to a second interview. This candidate has a outstanding amount of public health service, but there are serious

reservations about the candidate's past history of not getting along with some employees. We will likely not extend an offer to this candidate for this reason.

Discussion needed - does the job description need to be changed to not require a BSN for this position? The way the policy is currently written, a BSN is required for any candidates for this position.

**Minutes:**

Discussion about candidates.

With no motion necessary, the board approved for the Health Commissioner to remove the BSN requirement from the Director of Nursing job posting, and include it as a preferred qualification, to allow for more RNs to interview. They would like to have a revised job description of the Director of Nursing presented at the May meeting, and a motion to approve may happen at that time.

## 7 New Business

### 7.1 Request for interim Director of Nursing

Discussion for when an interim Director of Nursing can officially begin working with that title. Can this start while Emily is using PTO?

Motion to approve the Health Commissioner to give a \$2/hr increase of pay to Jenna Boliantz to serve as the interim Director of Nursing until one month after the new hire is working in this position

**Minutes:**

Discussion about the practicality of the temporary pay raise.

**Result:** Approved

**Motioned:** Mr. Dennis Sterling

**Seconded:** Ms. Andrea Wildenthaler

Voter	Yes	No	Abstaining
Mr. Dennis Sterling, Board Member	X		
Ms. Shellie Burgin, Board Member	X		
Ms. Andrea Wildenthaler, Board Member	X		
Amanda Moran, Board Member	X		

## 8 Executive Session

Not needed

## 9 Next Scheduled Board of Health Meeting

May 10, 2022 at 5:00pm Galion City Health Department Board Room See attached GCHD BOH meeting dates.

Galion City Council- Police, Fire, Health Subcommittee Meeting is scheduled for April 21, 2022 at 7:00pm in Council Chambers OR via Virtual Platform.

Galion City Council- Police, Fire, Health Subcommittee Meeting that was scheduled for April 21, 2022 at 7:00pm in Council was canceled.

Tuesday, April 12, 2022 5:00pm-7:00pm

**Attachments:**

2022-2023 Galion Board of Health Meeting Dates.docx

**10 Adjournment**

The meeting was adjourned at 5:39.

**Result:** Approved

**Motioned:** Amanda Moran

**Seconded:** Mr. Dennis Sterling

Voter	Yes	No	Abstaining
Mr. Dennis Sterling, Board Member	X		
Miss. Shellee Burgin, Board Member	X		
Ms. Andrea Wildenthaler, Board Member	X		
Amanda Moran, Board Member	X		

X   
Board of Health Approval Signature

X DENNIS STERLING  
PRESIDENT PRO TEMPORE  
Board of Health Approving Name and Title

X   
Jason McBride, Health Commissioner