

**Galion Board of Health Meeting**  
Galion City Health Department

Tuesday, May 10, 2022; 5:00pm-6:00pm



**Present:** Ms. Olivia Roston, Business Services Officer; Ms. Tina Nichols, Health Educator/DIS; Ms. Andrea Barnes, Director of Environmental Health; Lynn Corwin, PHN; Mr. Dennis Sterling, Board Member; Ms. Andrea Wildenthaler, Board Member; Ms. Candy Yocum, Board Member; Ms. Sarah Miley, Reproductive Health & Wellness Program Manager; Amanda Moran, Board Member; Jason McBride MS, MPH, CHES, Health Commissioner; Jenna Boliantz, Public Health Nurse

**Absent:** Tom O'Leary, Mayor, City of Galion, President; Jennifer Jordan, Administrative Assistant-Medical Assistant; Ms. Shellie Burgin, Board Member; Linda Gillam, Public Health Nurse; Melissa Cline, MA; Jessica Bourne, MA

**1 Call to Order**

Dennis called the meeting to order at 5:10pm.

**2 Approval of Consent Agenda**

Motion to approve the consent agenda for May 10, 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. Andrea Wildenthaler, Board Member	X		
Ms. Candy Yocum, Board Member	X		
Amanda Moran, Board Member	X		

**2.1 Health Commissioner Report**

See attached Health Commissioner Report.

**Attachments:**

[HC Monthly Report April 2022.docx](#)

**2.2 Environmental Division Report**

See attached Environmental Division Report.

**Attachments:**

[EH Monthly Report April 2022.docx](#)

**2.3 Nursing Division Report**

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

**Attachments:**

[Nursing Monthly Report April 2022.docx](#)

[Role Comparison of LSN-RN-LPN-UAP.pdf](#)

[Galion City Schools Attachment A 2020-21 w-COVID- Notes.docx](#)

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2.4 **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](#)

3 **Approval of the Agenda**

Motion to approve the agenda for May 10, 2022

**Result:** Approved

**Motioned:** Ms. Andrea Wildenthaler

**Seconded:** Amanda Moran

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

4 **Approval of Board of Health Meeting Minutes**

Motion to approve the April 12, 2022 GCHD Board of Health Meeting Minutes as presented by:

**Result:** Approved

**Motioned:** Ms. Andrea Wildenthaler

**Seconded:** Amanda Moran

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

**Attachments:**

[Draft April Minutes.pdf](#)

5

**Approval of Finance Reports**

Motion to approve the April 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:**

Questions on length of the report. Bills were delayed, and Olivia answered their questions.

**Result:** Approved

**Motioned:** Amanda Moran

**Seconded:** Ms. Candy Yocum

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

**Attachments:**

[Fiscal Reports 04-2022.pdf](#)

6

**Old Business**

**6.1 Contract or Agreement with the City of Galion**

GCHD has been advised to sit down and talk with Nicole Ward, Safety Service Director to see what issues need to be addressed in the contract or agreement, and then Thomas Palmer will draft it. An email to request a meeting with Nikki was sent on May 6, 2022.

**6.2 Archive Social**

Jason has obtained other quotes for this type of service, and he was able to terminate an agreement with Archive Social.

**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.

## Galion Board of Health Meeting

Galion City Health Department

Tuesday, May 10, 2022; 5:00pm-6:00pm



7

### New Business

#### 7.1 School Nursing Contract

Motion to allow Health Commissioner to approve his proposed drafted school contract as needed

##### Minutes:

There were last-minute decisions made to the school nurse contract. The contract was initially going to be for the current LPN to work five days a week and have health insurance and other benefits included. However, a document was reviewed before the meeting which shows what an LPN can and can't do in a school nurse setting. Given the greater than expected limitations, it was felt that going to two part-time RNs at the school would make the most sense. It was requested that the school contract be tabled until next month so that it can be revised and ready for BOH discussion next month.

Wrap back was suggested as a service where you only have to do a background check once, and then any updates will be sent. It is a OAG program and costs \$2/year.

**Result:** Tabled

**Motioned:**

**Seconded:**

Voter	Yes	No	Abstaining
Mr. Dennis Sterling, Board Member			
Ms. Andrea Wildenthaler, Board Member			
Ms. Candy Yocum, Board Member			
Amanda Moran, Board Member			

##### Attachments:

[Galion\\_City\\_Schools\\_2022-2023\\_Draft 002\\_.docx](#)

[RN-LPN-Scope-of-Practice-2019.pdf](#)

[Galion\\_City\\_Schools\\_Attachment\\_A\\_2020-21\\_w-COVID-Notes.docx](#)

#### 7.2 ES Consulting Invoice

Motion to allow health commissioner to move money in the budget to pay for unexpected IT bill from ES

##### Minutes:

To continue resolving this issue of the unexpected invoices totaling over \$7,000, it was determined that Jason needs to email Thomas and copy the members of the Board of Health on the email. Netpoint Consulting and Lexus Nexus were both suggested as alternatives to ES Consulting.

**Result:** Tabled

**Motioned:**

**Seconded:**

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Galion City Health Department

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**Voter**

**Yes**

**No**

**Abstaining**

Mr. Dennis Sterling, Board Member

Ms. Andrea Wildenthaler, Board Member

Ms. Candy Yocum, Board Member

Amanda Moran, Board Member

**Attachments:**

[ESI56694.pdf](#)

[ES Emails with Invoice.pdf](#)

[ES emails invoice dispute.pdf](#)

8

**Executive Session (as needed)**

An executive session may be requested for one or more of the following matters to:

- a. consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or to consider the investigations of charges or complaints against a public employee, official, licensee or "regulated individual"; unless the person being investigated of charges or complaints requests a public hearing;
- b. consider the purchase or sale of public property if the public interest would be hurt by the premature

disclosure of the information;

c. confer with the public body's attorney for the purpose of considering disputes if a court action concerning the dispute is either pending or imminent;

d. prepare for, conduct, or review negotiations or bargaining sessions with public employees;

e. consider matters required by federal laws, or rules, or state statutes to be kept confidential;

f. consider specialized details of security arrangements if the information could be used for criminal

**Minutes:**

Motion to enter into Executive Session for the purpose of discussing personnel matters.

Time: 5:31

Time of reconvening: 5:41

Moving forward, Jason needs to have mandatory monthly staff meetings.

BOH to send out documents by June meeting for a 360 review from staff regarding Jason's performance, and Jason will also complete a self-review. Staff will have about a month to complete the reviews before the July BOH meeting.

**Result:** Approved

**Motioned:** Amanda Moran

**Seconded:** Ms. Andrea Wildenthaler

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

9

**Next Scheduled Board of Health Meeting**

Next Scheduled Board of Health Meeting

June 14, 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 May 19, 2022 at 7:00pm in Council Chambers OR via Virtual Platform.

**Attachments:**

[2022 Board of Health Meeting Dates.docx](#)

Galion Board of Health Meeting  
Galion City Health Department

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10 **Adjournment**

The meeting was adjourned at 5:49.

Result: Approved

Motioned: Amanda Moran

Seconded: Mr. Dennis Sterling

Voter	Yes	No	Abstaining
Mr. Dennis Sterling, Board Member	X		
Ms. Andrea Widenthaler, Board Member	X		
Ms. Candy Yocum, Board Member	X		
Amanda Moran, Board Member	X		

X   
Board of Health Approval Signature

X   
PRESIDENT PRO TEMPOR  
Board of Health Approving Name and Title

X   
Jason McBride, Health Commissioner