

Galion Board of Health Meeting
Galion City Health Department

Tuesday, June 10, 2022 5:00pm-6:30pm



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

Guest: Jennifer Allarding, Superintendent, Galion City Schools

Absent: Tom O'Leary, Mayor, City of Galion, President; Ms. Olivia Roston, Business Services Officer; Ms. Tina Nichols, Health Educator/DIS; Lynn Corwin, PHN; Jennifer Jordan, Administrative Assistant-Medical Assistant; Ms. Sarah Miley, Reproductive Health & Wellness Program Manager; Jenna Boliantz, Public Health Nurse; Melissa Cline, MA; Jessica Bourne, MA

1 Call to Order

Dennis called the meeting to order at 5:01pm.

2 Approval of Consent Agenda

Motion to approve the consent agenda for June 14, 2022

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

Result: Approved

Motioned: Ms. Shellie Burgin

Seconded: Amanda Moran

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

2.1 Health Commissioner Report

See attached Health Commissioner Report.

Attachments:

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

2.2 Environmental Division Report

See attached Environmental Division Report.

Attachments:

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

2.3 Outreach Reports

See attached STD Outreach for May.

Attachments:

[Outreach Report STD May 2022.docx](#)

2.4 Contracts

See attached contract that was entered into by the Health Commissioner.

Attachments:

[Galion City Health Department 2022 MCG Contract.docx](#)

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](#)

3 Approval of the Agenda

Motion to approve the agenda for June 14, 2022

Result: Approved (as amended)

Motioned: Ms. Shellie Burgin

Seconded: Ms. Candy Yocum

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

4 Approval of Board of Health Meeting Minutes

Motion to approve the May 10, 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. Candy Yocum, Board Member	X		

Ms. Shellie Burgin, Board Member	X		
Amanda Moran, Board Member	X		
Ms. Andrea Wildenthaler, Board Member	X		

Attachments:

[Draft May Minutes.docx](#)

5 Approval of Finance Reports

Motion to approve the May 2022 Finance Reports

Minutes: Dennis previously had two questions but those have since been answered.

Result: Approved

Motioned: Amanda Moran

Seconded: Ms. Candy Yocum

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

Attachments:

[Fiscal Reports 05-2022.pdf](#)

6 Reports

6.1 PHAB Accreditation

Narrowing down selection for accreditation contractor.

Health Commissioner will provide updates about most recent phone call with candidate.

Crawford County Public Health is now accredited, and we will plan to meet with them later this month to discuss topics such as greater collaboration, project ideas, etc.

6.2 DON position update

There have been a few applicants, though most are not interested after we ask them a screening question where we share the pay range and if that is acceptable to them.

Discussion on how to make this position more enticing based on the hours, no weekends, benefits, public health setting, etc. For example, Andy's idea is to include info on this at the same time as asking the screening question about the hourly wage.

6.3 Update on minor car damage to city car

Since the car is owned by the city, the mayor's office contacted Jason and requested the insurance

information and contact info of the person who backed into it while backing out of their driveway.

Please see attached for incident report.

6.4 Incident report – patient fainted

Patient fainted at health department on 5/23/2022. Patient was attended to and assured to be safe before leaving the facility. Patient declined transport by EMS. Parties involved submitted an incident report to Health Commissioner.

6.5 NALBOH conference and emails

Health Commissioner periodically receives emails from the National Association of Local Boards of Health (NALBOH) and wanted to verify if BOH members receive those, or if it is even pertinent to our needs.

There is also a NALBOH Conference in Grand Rapids, MI from August 1-3. Please see attachment for more info.

Attachment:

[NALBOH Conference.pdf](#)

7 Old Business

7.1 School contracts

Summary of school nurse contract changes

-Increase in hourly rates by \$1.50 per RN (\$35 up from \$33.50), removed LPN, and \$1 per MA or CS (\$19 up from \$18). Fees had not been updated since 2019.

Motion to approve Galion City Schools nursing contract as presented by _____

Seconded by _____

Summary of school nurse contract changes

-Adjusted fees to match the Galion City Schools nursing contract.

Motion to approve St. Joes nursing contract as presented by _____

Seconded by _____

Attachments:

[Galion City Schools 2022-2023 Draft.docx](#)

[St Josephs Catholic School-Galion 2022-23 SIGNED Attach A.docx](#)

Minutes:

Before discussing a new school contract, the Galion City School District Superintendent read a prepared statement and shared that at least for next year, they have chosen to have Crawford County Public Health provide school nursing. The Galion City School District contract was tabled.

The St. Joe's contract was approved.

7.2 **ES Consulting Invoice**

Jason and Andy met with Thomas to discuss \$7,000+ in extra charges from ES Consulting. Thomas is finalizing a letter on our behalf.

7.3 **Contractor Agreement with the City of Galion**

Andy emailed Nikki about meeting to discuss this, per most recent direction on 5/6/2022.

Jason sent follow up email on 6/13 about this same request.

8 **New Business**

8.1 **Request to accept Linda Gillam's resignation**

Motion to approve the resignation of Linda Gillam on 5/26, as per attached email, as presented by:

_____ Second by: _____ Abstentions: _____

Roll Call Vote Needed

Burgin_____ Moran_____ Sterling_____ Wildenthaler_____ Yocum_____

Passed _____ Failed _____

Result: Approved

Motioned: Ms. Shellie Burgin

Seconded: Amanda Moran

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

Attachments:

[Personnel Action Form Linda Gillam.pdf](#)

[Resignation Emails Linda Gillam.docx](#)

8.2 **Request to accept Melissa Cline's resignation**

Motion to approve the resignation of Melissa Cline, effective 6/27/22, as per attached email, as presented by: _____ Second by: _____

Roll Call Vote Needed

Burgin_____ Moran_____ Sterling_____ Wildenthaler_____ Yocum_____

Passed _____ Failed _____

Result: Approved

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Motioned: Ms. Shellie Burgin

Seconded: Amanda Moran

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

Attachments:

[Melissa Cline Letter of Resignation.pdf](#)

8.3

Request to accept Jenna Boliantz's resignation

Motion to approve the resignation of Jenna Boliantz, effective 6/27/22, as per attached email, as presented by: _____ Second by _____

Roll Call Vote Needed

Burgin _____ Moran _____ Sterling _____ Wildenthaler _____ Yocum _____

Passed _____ Failed _____

Result: Approved

Motioned: Ms. Shellie Burgin

Seconded: Amanda Moran

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

Attachments:

[Jenna Boliantz Letter of Resignation.pdf](#)

8.4

Request spending of greater than \$5,000

Motion to approve the Health Commissioner to spend greater than \$5,000 on new exam table, paid by the STD grant, as presented by: _____ Second by _____

Roll Call Vote Needed

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Burgin_____ Moran_____ Sterling_____ Wildenthaler_____ Yocum_____
Passed Failed

Result: Approved

Motioned: Ms. Shellie Burgin

Seconded: Ms. Candy Yocum

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

Attachments:

[Link to new exam table.pdf](#)

8.5

Appointments and Hiring

Motion to approve the Health Commissioner to select and hire for the MA/Front Office position and three part-time Public Health Nurses from applicants, as presented by: _____ Second by _____

Roll Call Vote Needed

Burgin_____ Moran_____ Sterling_____ Wildenthaler_____ Yocum_____
Passed Failed

Minutes:

Correction: one part-time public health nurse (instead of three)

Result: Approved

Motioned: Ms. Shellie Burgin

Seconded: Amanda Moran

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

Ms. Andrea Wildenthaler, Board Member	X		
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9 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 preparing for, conduct, or review negotiations or bargaining sessions with public employees. Jason and Andy were asked to leave and Ms. Allering was asked to stay.

Time: 5:34

Time of reconvening: 6:19

The Galion City Schools nurse contract will be revisited each month with the intent to have ongoing discussions about our preparedness to provide school nurse services again in the future.

Result: Approved

Motioned: Amanda Moran

Seconded: Ms. Andrea Wildenthaler

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

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10 Next Scheduled Board of Health Meeting

Next Scheduled Board of Health Meeting

July 12, 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 July 21, 2022 at 7:00pm in Council Chambers.

Attachments:

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

11 Adjournment

The meeting was adjourned at 6:36.

Result: Approved

Motioned: Ms. Candy Yocum

Seconded: Ms. Shellie Burgin

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

X

A handwritten signature in blue ink, appearing to read "Dennis Sterling", written over a horizontal line.

Board of Health Approval Signature

X

A handwritten signature in blue ink, appearing to read "Dennis Sterling", followed by the title "PRESIDENT Pro-Temp" written in a cursive script, all written over a horizontal line.

Board of Health Approving Name and Title

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X 

Jason McBride, Health Commissioner