

Tuesday, July 12, 2022 5:00pm-6:30pm

Present: Ms. Olivia Roston, Business Services Officer; Ms. Andrea Barnes, Director of Environmental Health; Mr. Dennis Sterling, Board Member; Ms. Shellie Burgin, Board Member; Ms. Candy Yocum, Board Member; Ms. Sarah Miley, Reproductive Health & Wellness Program Manager; Amanda Moran, Board Member; Jason McBride, Health Commissioner;

Absent: Tom O'Leary, Mayor, City of Galion, President; Ms. Tina Nichols, Health Educator/DIS; Lynn Corwin, PHN; Jennifer Jordan, Administrative Assistant-Medical Assistant; Ms. Andrea Wildenthaler, Board Member; Jenna Boliantz, Public Health Nurse; Melissa Cline, MA; Jessica Bourne, MA;

1 **Call to Order**

Dennis called the meeting to order at 5:11pm.

2 **Approval of Consent Agenda**

Motion to approve the consent agenda for July 12, 2022

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

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		

2.1 **Health Commissioner Report**

See attached Health Commissioner Report.

Attachments:

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

2.2 **Environmental Division Report**

See attached Environmental Division Report.

Attachments:

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

2.3 **Outreach Reports**

See attached Environmental Outreach for June.

Attachments:

[Outreach Report Environmental June 2022.docx](#)

2.4 **Contracts**

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

Attachments:

[PHAB Specialist Contract.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](#)

3 **Approval of the Agenda**

Motion to approve the agenda for July 12, 2022

Result: Approved

Motioned: Mr. Dennis Sterling

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		

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

Motion to approve the June 14, 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		

Attachments:

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June Minutes.pdf

5 **Approval of Finance Reports**

Motion to approve the June 2022 Finance Reports

Minutes: This report was accidentally left off the agenda when it was sent out to everyone. It has since been added.

Result: Tabled

Motioned: NA

Seconded: NA

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

Attachments:

Fiscal Reports 06-2022.pdf

6 **Reports**

6.1 **2022 Community Health Assessment just released**

The 2022 Community Health Assessment, which comes out every three years, was just released on 6/30/2022.

This will be used as part of our accreditation process. Since this is a countywide effort, additional work will be done to add an appendix for additional Galion-specific health info.

6.2 **PHAB Accreditation**

Accreditation contractor has officially started and will attend July's monthly staff meeting. In addition to becoming more familiar with GCHD, we will plan how we can work together as a team to help our PHAB accreditation specialist successfully complete her work to help GCHD complete the accreditation process.

6.3 **Restarting weekly counseling sessions at GCHD in September**

Weekly counseling was previously provided at GCHD. Cindy Wallis, who is the CEO of Community Counseling & Wellness Centers, met with Jason about restarting this service in September. Andy has also spoken with her.

7 **Old Business**

7.1 **School contracts**

As discussed in June BOH meeting, this item will remain on the agenda and revisited monthly to discuss updates and what can be done so GCHD can be in a place where we are ready for the school contract again.

Minutes:

The next step to be prepared to receive the school contract again is to fill the nursing positions. There is progress in that regard.

Result: Tabled

7.2 Request to rescind Jenna Boliantz's resignation and change her status to PRN

Motion to rescind the resignation of Jenna Boliantz and change her status from part-time public health nurse to PRN, effective 6/27/22, as per attached letter.

Minutes: The personnel action form was signed to make this official.

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		

Attachments:

[J. Boliantz - Letter to rescind resignation.pdf](#)

7.3 ES Consulting Invoice

Thomas submitted a letter disputing the \$7,000+ in extra charges from ES Consulting, and we have not yet received a formal response from ES Consulting about the current status of that.

Minutes:

Jason was asked to follow up with ES Consulting with Thomas's letter to get a status update.

7.4 Probationary evaluation of Health Commissioner

Logistics

Are any attached evaluations sufficient? HC was unable to find a suitable 360 or wraparound evaluation online. Who distributes evaluation, BOH or HC? BOH receives all evaluations, correct?

Minutes:

There was some logistical confusion about how this should best be handled. This will need to be revisited. The original intent was for staff to have these completed by the meeting, but things fell through and some staff submitted these shortly before the meeting.

7.5 **Contract Agreement with the City of Galion**

Jason and Andy met with Thomas and Nikki to discuss the contract.

During this meeting, Thomas shared an email he wrote on 12/1/2020 with a list of matters which can be included in the contract (though if GCHD wants terms which are different than what the city wants, GCHD would need another lawyer for legal representation so Thomas could represent the city):

SUBJECT SPECIFICS

GENERAL MATTERS Fiscal agency - need to spell out in contract?

Employee precision (COG v Health Department)

Civil service applicability

Non-statutorily required services to be performed by Health Department

Health Department PPM to include specifics on vacation, sick, etc. (done)

Insurance - liability, professional, health/vision/dental/life

BWC coverage

Notification of Health Board member changes

AUDITOR MATTERS Specific task - payroll

Specific task - accounts receivable/payable

Charge 'formula' for the above

COG subsidy as a 'grant'

Auditor/preparation of financial reports

Cash balance at end of year - how to be handled

OFFICE SPACE Rent

Utilities

Minutes: There was discussion about the applicability of civil service and the current status of the contract.

Result: Tabled

8 **New Business**

8.1 **Request for BOH Member to assist HC in requesting additional funding from council for next year's budget**

Request to appoint a BOH member to attend city council and/or other pertinent meetings with Jason to request an increased budget for next year from the City of Galion to support health department operations.

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HC wants to adjust pay scales, ensure all staff can have benefits who desire that, account for inflation/increased costs of services, etc.

Result: Tabled

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 discussing personnel issues. All GCHD staff were asked to leave and all present board members remained.

Time: 5:58

Time of reconvening: 6:35

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: Mr. Dennis Sterling

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		

10 Next Scheduled Board of Health Meeting

Next Scheduled Board of Health Meeting
August 9, 2022 at 5:00pm Galion City Health Department Board Room

Galion Board of Health Meeting
Galion City Health Department

Tuesday, July 12, 2022 5:00pm-6:30pm



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 6:39

Result: Approved

Motioned: Amanda Moran

Seconded:

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		

X 

Board of Health Approval Signature

X DENNIS STERLING PRESIDENT
PRO TEMP

Board of Health Approving Name and Title

X 

Jason McBride, Health Commissioner