

Galion City Board of Health
Galion City Health Department, 113 Harding Way East, Galion
Tuesday, December 9, 2014 7:30am
Regular Meeting

Present: Mr. Tom O'Leary, Mayor, City of Galion/Board of Health President; Mr. Dennis Long, Vice President; Ms. Wendy Kerr, CNP, Board member; Ms. Sandy Crossland, Director of Nursing; Ms. Stephanie Zmuda, RS, Health Commissioner

Absent: Ms. Katelyn Strickler, Board member

1. Call to Order

Mr. O'Leary called the meeting to order at 7:39 am.

2. Approval of Agenda

Mr. Long made a motion that the agenda be approved as presented, seconded by Mr. Schilling. Motion passed unanimously by voice vote.

3. Approval of Minutes

Mr. Schilling made a motion that the minutes from the November 18, 2014, regular meeting of the Galion City Board of Health be approved, seconded by Ms. Kerr. Motion passed unanimously by voice vote.

4. Old Business

4.1 Board of Health Continuing Education

Ms. Zmuda again reminded Board members that they are required to complete 2 hours of continuing education annually. The deadline for 2014 continuing education is December 31. No one reported having completed the requirement to date. Return of resource disks currently out on loan was requested to allow use by others.

5. New Business

5.1 2015 Proposed Food Service Operation/Retail Food Establishment Fees – PUBLIC HEARING

Mr. O'Leary called to order a public hearing for 2015 Proposed Food Service Operation/Retail Food Establishment Fees. Ms. Zmuda read the title of the proposed resolution and advised the proposed fees were unchanged since the previous meeting. There were no citizens in attendance to comment on the proposed fees. Mr. Long made a motion to close the public hearing, seconded by Mr. Schilling. Motion passed unanimously by voice vote. No further action was taken by the Board.

5.2 Future of Public Health in Crawford County

Mr. O'Leary advised a meeting has been scheduled for December 22, 2014, with the chief executive officers and legal counsel of Galion and Bucyrus as well as the Crawford County District Advisory Council to further discuss the merger. Mr. O'Leary requested information about department assets and liabilities to inform the discussion at the meeting.

5.3 Monthly Financial Reports

Financial reports for the month of November were reviewed. The November expense report was not available from the Finance Department as of the Board meeting. Mr. Schilling made a motion that the available November financial reports be approved and bills paid, seconded by Mr. Long. Motion passed unanimously by voice vote.

5.4 Environmental Health Services Contract

The currently-vacant Environmental Health Director position was posted through various media outlets in November, but the posts were removed when it became apparent the Galion City and Crawford County Health Departments would be merging. Ms. Zmuda requested that the existing contract with Ms. Joette Moore, R.S., which is due to expire on December 31, 2014, be extended through December 31, 2015, to address the need for assistance in environmental health. Mr. Long made a motion that the Board extend Ms. Moore's contract through December 31, 2015, seconded by Mr. Schilling. Motion passed unanimously by voice vote.

5.5 Manufactured Home Park Inspection MOU

The Ohio Manufactured Homes Commission requested renewal for 2015 of the MOU for conducting annual inspection of manufactured home parks licensed by the Commission. Mr. Schilling made a motion that the 2015 MOU be approved, seconded by Ms. Kerr. Motion passed unanimously by voice vote.

5.6 Communicable Disease Prevention & Control Reports

The communicable disease case count for November was as follows: chlamydia - 5 (58 YTD); hepatitis B - 1 (4 YTD); and gonococcal - 2 (6 YTD). Two chlamydia cases had received one (1) previous treatment, and one case had received two (2) previous treatments; four cases were seen at Galion Community Hospital ER, and one case was seen at private health care provider. The hepatitis B case had been previously diagnosed with hepatitis C. Ms. Crossland and Ms. Kerr both stated there is no apparent trend with communicable diseases locally, and patients often have multiple diagnoses. Mr. O'Leary asked if the numbers of patients seeking diagnosis and treatment were low enough that the ER could handle the traffic. Mr. Schilling advised some are seeking care through Avita's Fast Track, and much conversation has been had about the need for a 24 hour urgent care.

5.7 Personnel Policy & Procedure Manual

Personnel policy and procedure manual updates were not addressed at the meeting.

6. Adjournment

Mr. Long made a motion that the meeting be adjourned, seconded by Ms. Kerr. Motion passed unanimously by voice vote and the meeting was adjourned at 9:55 am.

7. Next Meeting

Tuesday, February 10, 2015, 7:30-9:30 am at Galion City Health Department

Respectfully Submitted,

Stephanie Zmuda, RS, Health Commissioner

Tom O'Leary, President/Mayor