

Galion Board of Health Meeting

Galion City Health Department
Tuesday, April 11, 2017
7:30am - 10:30am

1 Call to Order *(1 minutes)*

Mr. Tom O'Leary, Mayor, City of Galion, President

Time meeting called to order: _____.

2 Approval of Agenda

Mr. Tom O'Leary, Mayor, City of Galion, President

Note any additions or changes to the agenda.

Motion to approve the Agenda by: _____ Second by: _____ Abstentions: _____

Voice Vote needed Passed Failed

3 Approval of Minutes

Mr. Tom O'Leary, Mayor, City of Galion, President

Motion to approve the January 10, 2016 Board of Health Meeting Minutes as presented by:

_____ Second by: _____ Abstentions: _____

Voice Vote Needed Passed Failed

Motion to approve the January 31, 2016 Board of Health Meeting Minutes as presented by:

_____ Second by: _____ Abstentions: _____

Voice Vote Needed Passed Failed

NOTE: No business was conducted in February or March 2017 due to lack of quorum.

4 Approval of Finance Reports/ Warrants

Ms. Trish Factor, MPH, MCHES, CHEP, Health Commissioner

Motion to approve the December 2016 Finance Reports as presented by: _____ Second by:

_____ Abstentions: _____

Roll Call Vote Needed Kerr _____ Strickler _____ Cramer _____ Wildenthaler _____
Mann _____

Passed Failed

Motion to approve the January 2017 Finance Reports as presented by: _____ Second by:

_____ Abstentions: _____

Roll Call Vote Needed Kerr _____ Strickler _____ Cramer _____ Wildenthaler _____
Mann _____

Passed Failed

Motion to approve the February 2017 Finance Reports as presented by: _____ Second by:
_____ Abstentions: _____

Roll Call Vote Needed Kerr _____ Strickler _____ Cramer _____ Wildenthaler _____
Mann _____

Passed Failed

March has not been closed out by the city auditor as of yet

5 Public Comment

6 New Business

6.1 2016 Communicable Disease Investigation Statistics

Ms. Trish Factor, MPH, MCHES, CHEP, Health Commissioner

See attached.

6.2 2016 Pool Survey Report

Ms. Stephanie Zmuda, RS, Director of Environmental Health

See attached.

6.3 2016 Public Health Nuisance Report

Ms. Stephanie Zmuda, RS, Director of Environmental Health

See attached.

6.4 2016 Smokefree Workplace Report

Ms. Stephanie Zmuda, RS, Director of Environmental Health

See attached.

6.5 2016 BOH Activity & Attendance Review

Ms. Trish Factor, MPH, MCHES, CHEP, Health Commissioner

Motion to accept the 2016 BOH Activity & Attendance Review as presented by:

_____ Second by: _____ Abstentions: _____

Roll Call Vote Needed Kerr _____ Strickler _____ Cramer _____ Wildenthaler _____
Mann _____

Passed Failed

6.6 2016 Performance Management Review

Ms. Trish Factor, MPH, MCHES, CHEP, Health Commissioner

Motion to accept the 2016 Performance Management Review as presented by:

_____ Second by: _____ Abstentions: _____

Roll Call Vote Needed Kerr _____ Strickler _____ Cramer _____ Wildenthaler _____
Mann _____

Passed Failed

6.7 Nursing Service Contracts

Ms. Trish Factor, MPH, MCHES, CHEP, Health Commissioner

Motion to allow the Health Commissioner to enter into contracts with selected schools for the purpose of providing nursing services as presented by: _____ Second by:

_____ Abstentions: _____

Roll Call Vote Needed Kerr _____ Strickler _____ Cramer _____ Wildenthaler _____
Mann _____

Passed Failed

6.8 Business Related Travel

Ms. Trish Factor, MPH, MCHES, CHEP, Health Commissioner

Discussion reagrdng Section 6.01

Attached please find thfull Personnel Policy & Prcedure Manual as well as a copy of the Travel Request Form.

6.9 Vacation Accrual Rate

Ms. Trish Factor, MPH, MCHES, CHEP, Health Commissioner

Motion to allow for prior service credit to be accepted by all employees hired January 1, 2017 or after (with the exception of previously retired individuals) for the purpose of determining the rate in which an employee will accrue vacation as presented by: _____ Second by:

_____ Abstentions: _____

Roll Call Vote Needed Kerr _____ Strickler _____ Cramer _____ Wildenthaler _____
Mann _____

Passed Failed

Section 5.03 of the PPM allows for this, however, language is discretionary

Attachments:

[2017 GCHD PPM](#)

6.10 Annual Report

Ms. Trish Factor, MPH, MCHES, CHEP, Health Commissioner

Motion to accept the 2016 Annual Report as presented by: _____ Second by:
_____ Abstentions: _____
Roll Call Vote Needed Kerr _____ Strickler _____ Cramer _____ Wildenthaler _____
Mann _____
Passed Failed

6.11 2017 Budget

Ms. Trish Factor, MPH, MCHES, CHEP, Health Commissioner

Discussion regarding budget constraints

6.12 Disease Intervention Specialist

Ms. Trish Factor, MPH, MCHES, CHEP, Health Commissioner

ODH Representative

6.13 Strategic Planning

Ms. Trish Factor, MPH, MCHES, CHEP, Health Commissioner

Strategic Planning Session

7 Monthly Reports

Ms. Trish Factor, MPH, MCHES, CHEP, Health Commissioner

7.1 Health Commissioner Monthly Report

Ms. Trish Factor, MPH, MCHES, CHEP, Health Commissioner

7.2 Nursing Monthly Report

Ms. Emily Miller RN, BSN

7.3 Environmental Health Monthly Report

Ms. Stephanie Zmuda, RS, Director of Environmental Health

8 Executive Session (as needed)

Motion to go into Executive Session for the purpose of _____ by:
_____ Second by: _____

Time: _____

Roll Call Vote Needed Kerr _____ Strickler _____ Cramer _____ Wildenthaler _____
Mann _____
Passed Failed

Motion to return from Executive Session by:_____ Second by:_____

Roll Call Vote Needed Kerr_____ Strickler_____ Cramer_____ Wildenthaler_____
Mann_____

Passed Failed

Time: _____

An executive session is 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 purposes.

9 Adjournment *(1 minutes)*

Mr. Tom O'Leary, Mayor, City of Galion, President

Motion to Adjourn by:_____ Second by: _____ Abstentions:

Voice Vote Needed Passed Failed

Time meeting adjourned: _____

10 Next Board of Health Meeting

Ms. Trish Factor, MPH, MCHES, CHEP, Health Commissioner

May 9, 2017 at 7:30am Galion City Health Department Board Room