Galion Board of Health Meeting

Galion City Health Department
Tuesday, July 11, 2017
7:30am - 10:00am

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 June 13, 2017 Board of Health Meeting Minutes as presented by: _____ Second by: _____ Abstentions: _____

Voice Vote Needed Passed Failed

4 Approval of Finance Reports/ Warrants

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

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

Roll Call Vote Needed Kerr_____ Strickler_____ Cramer_____ Wildenthaler_____ Mann_____

Passed Failed

June has not been closed out by the City Auditors Office as of the time of this agenda preparation; if close prior to the meeting, June Finance Reports will be added.

Attached please find the adjusment being made to the health department budget per Ordinace 2017-32 as well as the Ordinance itself.

5 Public Comment

6 Old Business

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

7 New Business

7.1 Outreach Reports

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

See attached outreach report from the June Third Fridays in Galion (TFIG)

7.2 IT Contracts

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

Motion to enter into contract with _____ for the purpose of providing information technology services as presented by: _____ Second by: _____ Abstentions: _____

Roll Call Vote Needed Kerr_____ Strickler_____ Cramer_____ Wildenthaler_____ Mann_____

Passed Failed

Attached are contracts from different service providers.

7.3 HDIS Contract/ Baldwin Group Agreement

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

Motion to approve entering into a 1 year Software Maintenance Agreement with the Balwin Group for the Health Department Information System (HDIS)as presented by: _____ Second By:_____ Abstentions: _____

This system is utilized for daily worksheets of all staff; as well as BCMH, public health nuisances, and rabies control programs.

Roll Call Vote Needed Kerr_____ Strickler_____ Cramer_____ Wildenthaler_____ Mann_____

Passed Failed

7.4 Mosquito Surveillance Services Contract

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

Motion to enter into contract with Megan Barrett for the purpose of providing Mosquito Surveillance Services as presented by: _____ Second by: _____ Abstentions: _____

Roll Call Vote Needed Kerr_____ Strickler_____ Cramer_____ Wildenthaler_____ Mann_____

Passed Failed

7.5 Environmental Health Services Contract

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

Motion to enter into contract with the Morrow County Health Department for the purpose of providing Environmental Health Services as presented by: _____ Second by: _____ Abstentions: _____

Roll Call Vote Needed Kerr_____ Strickler_____ Cramer_____ Wildenthaler_____ Mann_____

Passed Failed

7.6 Director of Environmental Health Appointment

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

Motion to approve the hiring of Andrea Barnes for the Director of Environmental Health position as presented by: _____ Second by: _____ Abstentions: _____

Voice Vote needed Passed Failed

7.7 Arbovirus Surveillance Update

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

See attached Arbovirus Surveillance updates

7.8 Environmental Policies

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

An annual review of the following Environmental Health Policies showed no need for revision. Ms. Factor will resign and file these.

Embargo & Destruction Procedures

Food Licene Nonrenewal

Food Safety Enforcent

Food Safety Training & Evaluation

FSO-RFE Complaints

7.9 Policies

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

Motion to approve the Policy/ Procedure/ Guideline Formulation, Implementation, & Review Policy as presented by: _____ Second by: _____ Abstentions: _____

Voice Vote Needed Passed Failed

Motion to approve the Hand Hygiene Policy as presented by: _____ Second by: _____ Abstentions: _____

Voice Vote Needed Passed Failed

7.10 Board of Health ByLaws

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

ByLaws are being drafted.

7.11 Legislative Updates

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

See attached Legislative Updates

7.12 PHAB Tracking

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

Spreadsheet will be shared, if available, prior to the BOH meeting date.

7.13 Personnel Policies

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

Refer for Executive Session

8 Monthly Reports

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

8.1 Health Commissioner Monthly Report

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

8.2 Nursing Monthly Report

Ms. Emily Miller RN, BSN

8.3 Environmental Health Monthly Report

Ms. Stephanie Zmuda, RS, Director of Environmental Health

9 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

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 sesssions 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.

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

Roll Call Vote Needed Kerr_____ Strickler_____ Cramer_____ Wildenthaler_____ Mann_____

Passed Failed

Time: _____

10 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: _____

11 Next Board of Health Meeting

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

August 8, 2017 at 7:30am Galion City Health Department Board Room

A list of 2017 Board of Health meeting dates is attached.

Attachments:

2017 Board of Health Meeting Dates