

Galion Board of Health Meeting
Galion City Health Department
Tuesday, August 10, 2021
5:00pm - 7:00pm



Present: Tom O'Leary, Mayor, City of Galion, President; Mr. Dennis Sterling, Board Member; Ms. Shellie Burgin, Board Member; Ms. Andrea Wildenthaler, Board Member; Ms. Candy Yocum, Board Member; Amanda Moran, Board Member; Ms. Andrea Barnes, Interim Health Commissioner/Director of Environmental Health; Ms. Emily Miller RN, BSN, Director of Nursing; Ms. Olivia Roston, Business Services Officer; Ms. Sarah Miley, Reproductive Health & Wellness Program Manager

1 Call to Order

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

2 Approval of Consent Agenda

Motion to approve the consent agenda for August 10, 2021

Motioned: Ms. Candy Yocum

Seconded: Amanda Moran

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

Result: Approved

2.1 Approval of Board of Health Meeting Minutes

Approval of the July 13, 2021 Board of Health Meeting Minutes as presented.

Attachments:

[071321_Draft_minutes.docx](#)

2.2 Health Commissioner Report

Andrea Barnes, REHS

Attachments:

[HC_Monthly_Report_July_2021.pdf](#)

2.3 Nursing Division Report

See attached Nursing Division Report and School-based Health Services Report.

Attachments:

[Nursing_Monthly_Report_July_2021.pdf](#)

2.4 Environmental Division Report

See attached Environmental Division Report.

Attachments:

[July_2021_Monthly_EH_Report.pdf](#)

2.5 Legislative Reports/ Updates

See legislative updates attached.

Attachments:

[AOHC_Newsletter_7-30-21.pdf](#)

2.6 Outreach Reports

See attached outreach report for the July Safety Town Outreach and Galion Third Friday 071621

Attachments:

[Outreach Report Safety Town 7.28.21.pdf](#) [Third Friday 07-16-21.docx](#)

2.7 Public Health Accreditation

See attached Public Health Accreditation Board (PHAB) Report.

Dear Andrea Barnes,

The Site Visit for Galion City Health Department has been scheduled.

Site Visit Start Date: 09/01/2021

Site Visit End Date: 09/03/2021

Please contact your Accreditation Specialist with any questions about this process.

Please do not reply to this message. PHAB is unable to access electronic responses to this e-mail.

Best Regards,

Triona Neff

Public Health Accreditation Board 1600 Duke Street, Suite 200

Alexandria, VA 22314

(P) 703.778.4549

(F) 703.778.4556

2.8 Arbovirus Surveillance Reports/ Updates

See attached Arbovirus Surveillance Updates.

Attachments:

[Copy of Mosquito Surveillance Update 2021-07-29.xlsx](#)

2.9 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) available tomorrow July 14, 2021 virtually at the following link: <https://www.ohioattorneygeneral.gov/Legal/Sunshine-Laws/Sunshine-Law-Training>

Attachments:

[BOH CE Sign-off TEMPLATE.docx](#)

3 Approval of the Agenda

Motion to approve the agenda for August 10, 2021

Motioned: Ms. Shellie Burgin

Seconded: Mr. Dennis Sterling

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

Result: Approved

4 Public Comment

No public comments made.

5 Reports

6 Old Business

6.1 Appointment of a Health Commissioner

Next steps

Moving forward, it is nearly impossible to do both positions much longer (meaning health commissioner and EH Director simultaneously)

6.2 COVID Grant Funds

New Covid-19 funding has come out with another quick turn around on NOI of this Friday, August 13, 2021. We intend to apply for the amount of \$180,000 as approved by the BOH in the prior meeting for Covid-19 funding.

6.3 Reimbursement for Administrative Fee for Covid shot

Discussion was left open. I have attached the update that was missing from the last meeting.

Attachments: [ODH Letterhead Medicare and Medicaid fee update Final 6.29.21.pdf](#)

6.4 Exempt vs. Non-Exempt for the Two Director Positions

A lot of discussion. Mr. O'Leary said to get legal opinion from City Law Director and/or Clemmons Nelson and bring it back to board.

7 New Business

7.1 Health Commissioner Salary Schedule

Motion to approve reducing the current hourly wage range for the Health Commissioner to \$32-\$40

Motioned: Ms. Candy Yocum

Seconded: Amanda Moran

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

Result: Approved

Attachments:

[2021 Salary Schedule w Tracking 08-2021.pdf](#)

7.2 Contracts

Motion to approve Health Commissioner to enter into a contract with Cintas for automatic dispensers, cleaning supplies and logo floor mats.

Minutes:

A lot of discussion about the agreement. The BOH wants to make sure there are finalized fees and an out clause for the agreement. Bring it back on the agenda.

Attachments:

[Cintas Pricing.pdf](#)

7.3 HIV-STD Grant

Motion to authorize the Health Commissioner to apply for and accept the HIV-STD grant and when received/awarded request the city to appropriate/advance funds and/or amend the budget as necessary for HIV/STD grant

Motioned: Ms. Candy Yocum

Seconded: Mr. Dennis Sterling

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

Result: Approved

Attachments:

[2021 Salary Schedule w Tracking 08-2021.pdf](#)

[Medical Assistant Job Description 2021 DRAFT.pdf](#)

[Organizational Chart 2021-08 DRAFT.pdf](#)

[Public Health Nurse Job Description 2021 DRAFT.pdf](#)

8 Next Scheduled Board of Health Meeting

September 14, 2021 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 August 19, 2021 at 7:00pm in Council Chambers OR via Virtual Platform.

Attachments:

[2021 Board of Health Meeting Dates.pdf](#)

9 Adjournment

Motion to adjourn meeting at 6:04 pm

Motioned: Ms. Andrea Wildenthaler

Seconded: Mr. Dennis Sterling

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

Result: Approved

Board of Health Approval Signature

Board of Health Approving Name & Title