

**MINUTES OF
March 20, 2018
WARREN COUNTY BOARD OF HEALTH MEETING**

The regular monthly meeting of the Warren County Board of Health was held Tuesday, March 20, 2018 in the first floor conference room of the Warren County Combined Health District, 416 South East Street, Lebanon, Ohio. President, Mr. Dick Staten, called the meeting to order at 6:00 pm.

Members Responding to Roll Call:

Mr. Dick Staten, Mr. Ed Porginski, Dr. Stephen Barr, Mr. George Long, Mr. Adam McClanahan, Mr. Dominic Brigano, and Mrs. Joan Hayes were present (Dr. James Sosnowski and Mrs. Terri Zajko were absent)

Others Present:

Duane Stansbury RS, MPH, Health Commissioner; Dr. Scott Swope, Medical Director; Tammy Cranmer, Administrative Assistant; Chris Balster, MPH, REHS, RS, Director of Environmental Health; Brenda Joseph, Fiscal Director; and Guest Bill Thompson with the Village of Morrow

Minutes of Board Meeting Approved (motion #20-2018)

Minutes of the February, 2018 Board of Health meeting were approved as written. Motion to approve came from Dr. Barr was seconded by Mr. McClanahan. The motion carried with the following response to a roll call vote:

Mrs. Hayes – aye; Mr. Staten – aye; Mr. Brigano – aye; Mr. McClanahan – aye;
Dr. Barr – aye; Mr. Long – aye; Mr. Porginski - aye

Training Requests #11-2018 through #13-2018 Approved (motion #21-2018)

Board members were presented with March 2018 training requests for their consideration. Mr. Long made a motion to approve training requests #11-2018 through #13-2018. The motion was seconded by Mr. McClanahan and the following is a result of a roll call vote:

Mrs. Hayes – aye; Mr. Staten – aye; Mr. Brigano – aye; Mr. McClanahan – aye;
Dr. Barr – aye; Mr. Long – aye; Mr. Porginski - aye

March 2018 Monthly Expense List Approved (motion #22-2018)

There were no questions in reference to the March 2018 expense list. Mr. Long made a motion to approve the March 2018 expense list. The motion carried with a second from Mrs. Hayes and the following is the result of a roll call vote:

Mr. Staten – aye; Mr. Brigano – aye; Mr. McClanahan – aye; Dr. Barr – aye;
Mr. Long – aye; Mr. Porginski – aye; Mrs. Hayes – aye

Financial Review To Date

There were no questions in reference to the financial statements. Mr. Stansbury added that the 2019 Budget was approved by the District Advisory Council at their recent meeting (March 6, 2018). He also added that he had a discussion with the county auditor in reference to the health districts levy; he said we will need to begin thinking about whether we should ask for a renewal or a replacement levy in 2019. Mr. Long stated it would be helpful to see a five year fiscal forecast.

Board of Health Officer's Elected (motion #23-2018)

March is the month every year in which the President and Vice President are elected for the upcoming twelve month period. Mr. Long made a motion to keep Mr. Dick Staten as President and Dr. Stephen Barr as Vice President. Mr. McClanahan seconded the motion which carried with the following response to a roll call vote:

Mr. Brigano – aye; Mr. McClanahan – aye; Dr. Barr – aye; Mr. Long – aye;
Mr. Porginski – aye; Mrs. Hayes – aye; Mr. Staten – aye

Board of Health Committee Assignments

March is also the month every year when the President of the Board of Health appoints board members to committees. Mr. Staten kept the committee assignments as they currently are and as follows:

<u>Personnel Committee</u>	<u>Finance/Auditing Committee</u>	<u>Long Range Planning Committee</u>
Mr. Long	Mrs. Zajo	Mr. McClanahan
Mrs. Hayes	Mr. McClanahan	Dr. Barr
Dr. Barr	Mr. Brigano	Mr. Long
Mr. Porginski	Dr. Sosnowski	Mrs. Hayes

Administrative Report

Mr. Staten turned the meeting over to the Health Commissioner for his Administrative Report items.

Approved Purchase of Firewall (motion #24-2018)

Mr. Stansbury informed Board members the agency's firewall for the computer network is considered end-of-life and no longer supported by Cisco. After consulting with our IT Coordinator, he would like to recommend the purchase of a Dell SonicWall TZ400 with 3 years of 24/7 software and firmware updates and support at a total cost of \$1,183.53. Mr. Long made a motion to approve the purchase of the above firewall package at a cost of \$1,183.53 and Mr. McClanahan seconded the motion. The following is a response of a roll call vote:

Mr. Brigano – aye; Mr. McClanahan – aye; Dr. Barr – aye; Mr. Long – aye;
Mr. Porginski – aye; Mrs. Hayes – aye; Mr. Staten – aye

2018 County Health Rankings Released

Mr. Stansbury informed Board members that the 2018 County Health Rankings were released March 14, 2018. Warren County improved, statewide, from ranking 6th to 5th for Health Outcomes and remained 2nd for Health Factors.

Approved Contract for Postage Machine (motion #25-2018)

The health commissioner also stated it is time to replace the current postage machine which means entering into a new contract. He told Board members the office manager had already received a price from the current company, Neopost, and the amount they offered to replace the current machine and entering a 60 month contract would actually save us roughly \$1,800 over the life of the contract. A meeting has also been set up with Pitney Bowes, who many county offices use and report they are happy with but do not have numbers yet to share with the Board. Dr. Barr made a motion to allow the health commissioner to make a determination on which company to contract with for a new postage machine. Mr. Long seconded the motion and the following is a result of a roll call vote:

Mr. McClanahan – aye; Dr. Barr – aye; Mr. Long – aye; Mr. Porginski – aye;
Mrs. Hayes – aye; Mr. Staten – aye; Mr. Brigano – aye

Update on Insurance Provided to Board Members

Mr. Stansbury provided Board members with an update on the employees' health insurance from 2017. He told them there are still many unpaid claims and that the State Attorney General's Office has now become involved and has assigned an asset management company to handle processing the Benovation claims. This company provided a letter for employees to forward to their physicians and creditors letting them know to resend claims to their company. Mr. Long asked if the receivership had enough money and the health commissioner stated that at this time there is no way to say for sure. He stated we (WCHD) sent in our portion of runout costs (\$204,973) after the Board approved it in January of this year but if not, we will learn soon if they will be asking for additional funds from each entity involved.

Other Business

Board members received monthly reports from the EH Director, Nursing Director and Epidemiologist.

Board members welcomed Mr. Dominic Brigano to the Board of Health. Mr. Brigano was appointed by the District Advisory Commission to the Board at their meeting earlier this month.

With no further business the meeting adjourned at 6:42 pm.



James Dick Staten
President



Duane Stansbury, R.S., M.P.H.
Secretary

