

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

The regular monthly meeting of the Warren County Board of Health was held Tuesday November 20, 2018 in the first floor conference room of the Warren County Health District, 416 South East Street, Lebanon, Ohio. Vice President, Dr. Stephen Barr, called the meeting to order at 6:00 pm.

Members Responding to Roll Call:

Dr. James Sosnowski, Dr. Stephen Barr, Mr. Dominic Brigano, Mrs. Joan Hayes and Mr. Ed Porginski were present (Mrs. Terrie Zajo, Mr. Dick Staten, Mr. Adam McClanahan were absent and the City of Lebanon seat is vacant)

Others Present:

Duane Stansbury, Health Commissioner; Dr. Scott Swope, Medical Director; Tammy Cranmer, Administrative Assistant; Chris Balster, Director of Environmental Health; and Lori Smyth, RN, Director of Nursing,

Educational Session Presented

Emergency Response Coordinator, Dustin Ratliff, presented Board members with an educational session titled *Public Health Emergency Management: A Primer*. Board members were given an overview on the contact list and modernization project, which is a quality improvement project Mr. Ratliff has led. The presentation lasted thirty five minutes.

Minutes of Board Meeting Approved (motion #98-2018)

Minutes of the October 2018 Board of Health meeting were approved as written. Motion to approve came from Mr. Porginski and a second came from Mrs. Hayes. The motion carried with the following response to a roll call vote:

Dr. Sosnowski – aye; Mrs. Hayes – aye; Mr. Brigano – aye;
Dr. Barr – aye; Mr. Porginski – aye

Training Requests #46-2018 through #48-2018 Approved (motion #99-2018)

Board members were presented with the November 2018 training requests for their consideration. Dr. Sosnowski made a motion to approve training requests #46-2018 through #48-2018. The motion was seconded by Mr. Brigano and the following is a result of a roll call vote:

Mrs. Hayes – aye; Mr. Brigano – aye; Dr. Barr – aye;
Mr. Porginski – aye; Dr. Sosnowski - aye

Accounting Resolution #6-2018 and Accounting Resolution #7-2018 Approved (motion #100-2018)

Accounting Resolution #6-2018 was presented to the Board of Health for supplemental appropriation adjustments to the following funds: #911-4100-910 (Other Expense), #915-4100-910 (Other Expense - HOB), #915-4100-950 (Refunds - HOB), and #911-4100-871 (Medicare) See copy of resolution for full explanation. Accounting Resolution #7-2018 was also presented to the Board of Health requesting an amended certificate as follows: fund #915.1481.100 (HOB Flow Through) see copy of resolution for full explanation. Mr. Brigano made a motion to approve Accounting Resolution #6-2018 and Accounting Resolution #7-2018 as presented. Dr. Sosnowski seconded the motion and the following is a result of a roll call vote:

Mrs. Hayes – aye; Mr. Brigano – aye; Dr. Barr – aye;
Mr. Porginski – aye; Dr. Sosnowski - aye

November 2018 Monthly Expense List Approved (motion #101-2018)

The November 2018 expense list was presented to Board members for their consideration. Mr. Brigano made a motion to approve the November 2018 expense list, as presented, and Dr. Sosnowski seconded the motion which carried with the following result of a roll call vote:

Mr. Brigano – aye; Dr. Barr – aye; Mr. Porginski – aye;
Dr. Sosnowski – aye; Mrs. Hayes – aye

Financial Review To Date

There were no questions in reference to the financial review to date.

Administrative Report

Dr. Barr turned the meeting over to the Health Commissioner at 6:39 pm for his Administrative Report items.

Voted to Dispense Final Reading of Supplementary Local Rules to the Ohio Department of Health Ohio Administrative Code Chapter 3701-29 Sewage Treatment System Rules and read by title only: (motion #102-2018)

Dr. Sosnowski made a motion to dispense with the final reading of Supplementary Local Rules to the Ohio Department of Health Ohio Administrative Code Chapter 3701-29 Sewage Treatment System Rules and read by title only. Mrs. Hayes seconded his motion and the following is a result of a roll call vote:

Dr. Barr – aye; Mr. Porginski – aye; Dr. Sosnowski – aye;
Mrs. Hayes – aye; Mr. Brigano – aye

Accepted Amendments Supplementary Local Rules to the Ohio Department of Health Ohio Administrative Code Chapter 3701-29 Sewage Treatment System Rules and read by title only: (motion #103-2018)

Environmental Health Director, Chris Balster, informed Board members that he received feedback from Adam Nice with the Prosecutor's Office and per Mr. Nice's suggestion a few small changes were made to verbiage. Dr. Sosnowski made a motion to accept the amendments to the supplementary rules suggested by the Prosecutor's Office and Mrs. Hayes seconded his motion

Dr. Barr – aye; Mr. Porginski – aye; Dr. Sosnowski – aye;
Mrs. Hayes – aye; Mr. Brigano – aye

Accepted Final Reading of Supplementary Local Rules to the Ohio Department of Health Ohio Administrative Code Chapter 3701-29 Sewage Treatment System Rules: (motion #104-2018)

Dr. Sosnowski made a motion to accept the final reading of Supplementary Local Rules to the Ohio Department of Health Ohio Administrative Code Chapter 3701-29 Sewage Treatment System Rules with an effective date of January 1, 2019. Mrs. Hayes seconded his motion and the following is a result of a roll call vote:

Mr. Porginski – aye; Mr. Brigano – aye; Dr. Barr – aye;
Dr. Sosnowski – aye; Mrs. Hayes – aye

Voted to Dispense Final Reading of Warren County Health District Rabies Control Regulation (motion #105-2018)

Dr. Sosnowski made a motion to dispense the final reading of Rabies Control Regulation and read by title only. Mr. Brigano offered a second and the motion carried with the following response to a roll call vote:

Mr. Brigano – aye; Dr. Barr – aye; Mr. Porginski – aye;
Dr. Sosnowski – aye; Mrs. Hayes – aye

Voted to Accept Final Reading with Amendments of Warren County Health District Rabies Control Regulation

(motion #106-2018)

Environmental Health Director, Chris Balster, informed Board members that Mr. Nice with the Prosecutor's Office also provided commentary for the final reading presented for approval tonight. Dr. Sosnowski made a motion to accept the final reading, with the amendments suggested by the Prosecutor's Office, for the Rabies Control Regulation with an effective date of January 1, 2019. Mr. Brigano seconded his motion which carried with the following response to a roll call vote:

Mr. Brigano – aye; Dr. Barr – aye; Mr. Porginski – aye;
Dr. Sosnowski – aye; Mrs. Hayes – aye

Water Pollution Control Loan Funding Project Accepted for 3833 Anthony Lane, Franklin (motion #107-2018)

The property at 3833 Anthony Lane, Franklin was presented to the Board to be considered as a WPCLF project. The homeowners qualify for 50% payment coverage. Dr. Sosnowski made a motion to approve 3833 Anthony Lane as a WPCLF project to begin collecting bids for repair under the guidelines and funding of the OEPA's WPCLF program. Mr. Brigano seconded his motion and the following is the response to a roll call vote:

Dr. Sosnowski – aye; Mrs. Hayes – aye; Mr. Brigano – aye;
Dr. Barr – aye; Mr. Porginski – aye

2019 Employee Health Benefits Plan Approved (motion #108-2018)

Dr. Sosnowski made a motion to approve the same benefits plan for the health district employees as in 2018. Mr. Stansbury explained that there will be a 4% increase to the premium. Mr. Brigano seconded the motion and the following is a result of a roll call vote:

Mrs. Hayes – aye; Mr. Brigano – aye; Dr. Barr – aye;
Mr. Porginski – aye; Dr. Sosnowski – aye

Approved New Position to Compensation Plan (motion #109-2018)

Nursing Director, Lori Smyth, informed Board members that with recent increase in reportable diseases she would like to request the Board approve a new full time Communicable Disease Nurse position (Public Health Nurse 2). Dr. Sosnowski made a motion to approve the new position to Paygrade 8 of the Warren County Health District's Compensation Plan. Mr. Brigano seconded his motion and the following is a result of a roll call vote:

Mr. Brigano – aye; Dr. Barr – aye; Mr. Porginski – aye;
Dr. Sosnowski – aye; Mrs. Hayes – aye

Amendments Approved for WCHD Employee Policy Manual (motion #110-2018)

Amendments to the following sections of the Employee Personnel Policy Manual were presented to Board members for approval: Section 7.7 Drug Free Workplace; this section was amended to incorporate recommended changes, from the Prosecutor's Office, to address the legalization of medical marijuana in Ohio. Section 7.10 Dress and Appearance is being amended to allow employees to wear nice jeans on Fridays, and Section 7.13 Political Activity has been amended to mirror the County's policy. Dr. Sosnowski made a motion to approve the requested amendments to the employee policy manual and Mrs. Hayes seconded his motion. The following is a result of a roll call vote:

Mr. Brigano – aye; Dr. Barr – aye; Mr. Porginski – aye;
Dr. Sosnowski – aye; Mrs. Hayes – aye

Entered Executive Session (motion #111-2018)

At 6:57 pm, and per the meeting agenda, Dr. Sosnowski made a motion to enter into Executive Session to discuss employee compensation. Mr. Brigano seconded his motion and the following is a result of a roll call vote:

Dr. Barr – aye; Mr. Porginski – aye; Dr. Sosnowski – aye;
Mrs. Hayes – aye; Mr. Brigano – aye

Returned to Regular Session (motion #112-2018)

At 7:07 pm Dr. Sosnowski made a motion to return to regular session of the Board of Health meeting and Mr. Brigano seconded the motion which carried with the following response to a roll call vote:

Dr. Barr – aye; Mr. Porginski – aye; Dr. Sosnowski – aye;
Mrs. Hayes – aye; Mr. Brigano – aye

Resolution #18-03 Approved (motion #113-2018)

Dr. Sosnowski made a motion to approve Resolution #18-03 establishing a five tier performance evaluation point scale. (See resolution). Mr. Brigano seconded his motion and the following is a result of a roll call vote:

Mr. Porginski – aye; Dr. Sosnowski – aye; Mrs. Hayes – aye;
Mr. Brigano – aye; Dr. Barr – aye

Other Business

~Mr. Stansbury informed Board members that our Epidemiologist has received notification of a Warren County resident having Acute Flaccid Myelitis (AFM). AFM has been in the news a lot lately. Ohio now has three cases. A fact sheet about the condition was shared with Board members.

~The health commissioner also shared information with Board members in reference to E-cigarettes and the increase in use by the teen population. According to the 2018 National Youth Tobacco Survey, the number of teens using e-cigarettes has rose 78% in the last year. The FDA has recently taken action to require age verification safeguards as well as banning flavors and menthol in many products. The flavored products are a major reason teens begin using the products in the first place.

~We did not receive renewal of the Sleep Safe grant this year. There were other counties with higher rate of infant mortality who did receive the grant. Mr. Stansbury and Mrs. Smyth made it clear that we would still promote safe sleep and also provide cribs when a family is in need.

With no further business to discuss the Board dismissed at 7:14 pm.



James Staten,
President Secretary


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