

**MINUTES OF
March 19, 2019
WARREN COUNTY BOARD OF HEALTH MEETING**

The regular monthly meeting of the Warren County Board of Health was held Tuesday March 19, 2019 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:

Mr. Dick Staten, Dr. Stephen Barr, Mr. Adam McClanahan, Mr. Dominic Brigano, Mrs. Joan Hayes, and Mr. Ed Porginski were present at roll call. (Dr. James Sosnowski and Ms. Holly Boyd were absent and Mrs. Terrie Zajo arrived after roll call).

Others Present:

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

Board of Health Educational Session (6:00 to 6:35 pm)

Environmental Health Director, Chris Balster presented the Board of Health with an educational session providing them a history of the residential onsite sewage system operation and management program (OM program) and an update of how his staff is looking for ways to improve the program. He educated them on different system types and what goes into the inspection of those systems and why more mechanical systems need to be looked at more often than others. He provided a look at how they will utilize ArcGIS to organize their inspections, in this program, and explained how it will serve homeowners better. Staff are evaluating different inspection schedule scenarios to implement in the near future that will be more efficient.

**Board member, Terrie Zajo entered the meeting at 6:10 pm during the educational session*

Minutes of Board Meeting Approved (motion #26-2019)

Minutes of the February 2019 Board of Health meeting were approved as written. Motion to approve came from Dr. Barr and was seconded by Mrs. Zajo. The motion carried with the following response to a roll call vote:

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

Training Sessions #11-2019 through #19-2019 Approved (motion #27-2019)

Training Requests #11-2019 through #19-2019 were approved on a motion from Dr. Barr. Mrs. Hayes provided a second and the following is a result of a roll call vote:

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

Accounting Resolution #5-2019 Approved (motion #28-2019)

Accounting Resolution #5-2019 was submitted to the Board of Health for supplemental appropriation adjustments to the following funds: #9916-4100-5400 (Sewage Purchase Services) and #9916-4100-5910 (Sewage Other Expense). See copy of resolution for complete description. Dr. Barr made a motion to approve Accounting Resolution #5-2019 and Mrs. Hayes seconded his motion. The following is a result of a roll call vote:

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

March 2019 Monthly Expense List Approved (motion #29-2019)

The March, 2019 Expense List was presented to Board members for their consideration. Dr. Barr made a motion to approve the March, 2019 Expense List, as presented and Mrs. Hayes seconded the motion which carried with the following result of a roll call vote:

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

Financial Review To Date

There were no questions in reference to the financial statements. Mr. Stansbury did tell Board members that he has contacted Mr. Adam Nice, our representative in the Prosecutor’s office, and will be working with him to likely bring a resolution for the Board to adopt, to next month’s meeting, requesting the County Commissioners to place a renewal levy on the ballot this fall.

Board of Health Officer’s Elected (motion #30-2019)

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

Mr. McClanahan – aye; Dr. Barr – aye; Mr. Porginski – aye; Mrs. Hayes – aye;
Mr. Staten – aye; - Mrs. Zajo – aye; Mr. Brigano - 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 except that new Board of Health member, Ms. Holly Boyd, will fill the vacant committee seats of her City of Lebanon predecessor, George Long. The committee assignments are as follows:

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

Administrative Report

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

CenterPoint Health FOHC

Mr. Stansbury told Board members that he received an annual update on CenterPoint Health, the Federally Qualified Health Center that occupies the office location of our previous satellite clinic location in Franklin. In 2018 they provided care to 5367 unduplicated patients. Many of the services they provide are similar to ours but they also offer dental, psychiatry and plan to add acupuncture.

Warren County Sewage Appeals Board

ORC 3718.11 requires the establishment of a sewage treatment system appeals board in each county. The appeals board consists of three people, one appointed by the Ohio Department of Health, one by the probate judge and one by the health district of the county. Mr. Stansbury informed that has re-appointed Erik Blaster to the Sewage Appeals Board for 2019 for another two-year period. Erik is the health commissioner in Preble County and a resident of Warren County. He is also a registered sanitarian and a former employee of WCHD. He has agreed to continue as our representative.

Bid Accepted for Water Pollution Control Loan Funding Project at 10930 Ross Road (motion #31-2019)

A bid solicitation request was sent to all soil evaluators that operate in Warren County explaining the work required and requesting that bids be submitted to this office for consideration for this project. One bid was received, from Clear Creek Environmental. The applicant, for this project, qualifies for 100% re-imbusement through the WPCLF. Dr. Barr made a motion to accept the bid and enter contract with Clear Creek Environmental to perform the work to abate the nuisance at 10930 Ross Road utilizing the WPCLF. Mr. McClanahan seconded his motion and the following is a result of a roll call vote:

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

Employee Health Screenings and Day for Life Policy Approved for 2019-2020 (motion #32-2019)

For several years we have offered insurance eligible employees a paid day off, known as “Day for Life”, for their voluntary participation in our annual on-site health screenings. The goal of these screenings is to discover potential disease early when it is most cost effective to treat. Employees also receive a 6 month recheck with the program. For this year there were a couple “add on” options for Board members to consider adding to the fasting test. They opted to add the A1c test, to uncover diabetes risk, to the basic health screening. The cost to add the A1c is \$15 per member, making the total cost per member \$175. Board members were also presented with the request to offer insurance eligible employees, to invite their spouse for the test as well. Note: an insurance eligible employee is an employee who works, on average, a minimum of 30 hours per week, per the ACA guidelines. Mrs. Hayes made a motion to approve the health screenings with A1c, as presented for \$175 per member and also to offer to spouses of insurance eligible employees. Mrs. Zajo seconded her motion and the following is a result of a roll call vote:

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

Two Assistant Director of Nursing Positions Approved (motion #33-2019)

As part of reorganization in the nursing division and after a discussion Board members approved hiring two new full time Assistant Directors of Nursing (PHN4). One will be over the clinics and one will be over prevention. This approval came from a motion by Dr. Barr and a second by Mrs. Zajo. The following is a result of a roll call vote:


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


Other Business

~Mr. Stansbury announced the County Health Rankings will be out in the next couple days.

~Board members received monthly reports from the EH Director, Nursing Director, Epidemiologist and Emergency Preparedness/Accreditation Coordinator.

With no further business to discuss the Board dismissed at 7:07 pm.


James Staten,
President Secretary


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

