

**MINUTES OF
June 18, 2019
WARREN COUNTY BOARD OF HEALTH MEETING**

The regular monthly meeting of the Warren County Board of Health was held Tuesday June 18, 2019 in the first floor conference room of the Warren County 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, Dr. Stephen Barr, Mr. Adam McClanahan, Mr. Dominic Brigano, Dr. James Sosnowski, Ms. Holly Boyd, Mr. Ed Porginski, and Mrs. Joan Hayes were present at roll call. (Mrs. Terrie Zajo entered the meeting after roll call was taken)

Others Present:

Duane Stansbury, Health Commissioner; Tammy Cranmer, Administrative Assistant; Chris Balster, Director of Environmental Health; Dianna Glenn, Interim Director of Nursing; Brenda Joseph, Finance Director; and Dr. Scott Swope, Medical Director; and guest Jackie Viox

Minutes of Board Meeting Approved (motion #53-2019)

Minutes of the May 2019 Board of Health meeting were approved as written. Motion to approve came from Dr. Barr and 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; Ms. Boyd – aye; Mr. Porginski – aye; Dr. Sosnowski – aye

Training Sessions #29-2019 and 32-2019 Approved (motion #54-2019)

Dr. Barr made a motion to approve May 2019 Training Requests #29-2019 through #32-2019, as presented. Mr. McClanahan seconded the motion and the following is a result of a roll call vote:

Dr. Sosnowski – aye; Mrs. Hayes – aye; Mr. Staten - aye; Mr. Brigano – aye;
Mr. McClanahan - aye; Dr. Barr – aye; Ms. Boyd – aye; Mr. Porginski - aye

Accounting Resolution #8-2019 Approved (motion #55-2019)

Accounting Resolution #8-2019 was submitted to the Board of Health for supplemental appropriation adjustments to the following funds: #9911-4100-5882 (Vacation Expense) and #9911-4100-5330 (Real Property – Trucks). See copy of resolution for full description. Mr. McClanahan made a motion to approve Accounting Resolution #8-2019 and Dr. Barr seconded the motion. The following is a result of a roll call vote:

Mr. Staten - aye; Mr. Brigano – aye; Mr. McClanahan - aye; Dr. Barr – aye;
Ms. Boyd – aye; Mr. Porginski – aye; Dr. Sosnowski – aye; Mrs. Hayes – aye

June 2019 Monthly Expense List Approved (motion #56-2019)

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

Mr. Brigano – aye; Mr. McClanahan - aye; Dr. Barr – aye; Ms. Boyd – aye;
Mr. Porginski – aye; Dr. Sosnowski – aye; Mrs. Hayes – aye; Mr. Staten - aye

Financial Review To Date

Dr. Barr asked when the current levy funds will cease and when the new levy funds, pending it passes, will be available and show on the financial statement. Mr. Stansbury answered that the current levy funds us through December 2020 and if the new levy passes, those funds will be available June 2020. There were no additional questions in reference to the financial statement.

First Reading of Proposed Environmental Health Fee Changes 2020 Suspended and Read by Title Only (motion #57-2019)

Dr. Barr made a motion to suspend the first reading of the proposed changes for Environmental Health Programs Fee Schedule for 2020 and to read by title only. Mr. McClanahan seconded his motion and the following is a result of a roll call vote:

Mr. Brigano – aye; Mr. McClanahan - aye; Dr. Barr – aye; Ms. Boyd – aye;
Mr. Porginski – aye; Dr. Sosnowski – aye; Mrs. Hayes – aye; Mr. Staten - aye

First Reading of Proposed Environmental Health Fee Changes for 2020 Accepted (motion #58-2019)

Dr. Barr made a motion to accept the first reading of proposed changes to the Environmental Fee Schedule for 2020. Mr. McClanahan seconded his motion and the following is a result of a roll call vote:

Mr. McClanahan - aye; Dr. Barr – aye; Ms. Boyd – aye; Mr. Porginski – aye;
Dr. Sosnowski – aye; Mrs. Hayes – aye; Mr. Staten – aye; Mr. Brigano – aye

**Board member, Terrie Zajo, entered the meeting at this time – 6:10 pm*

Variance Request #4-2019 Approved (motion #59-2019)

Due to lot constraints, on the existing lot, at the fuel farm located at 2904 Hart Road in Turtlecreek Township, an application was made by the system designer for approval of a variance from Ohio Administrative Code 37101-29-15)(3) which insures proper spacing between soil absorption components. The system designer has proposed installing drainage in between components due to the lack of required space for the system servicing this two restroom structure that is available to truckers when at the facility. The water and sewage program staff in environmental health recommended approving the design and approving the variance. Dr. Sosnowski made a motion to approve Variance Request #4-2019 and Ms. Boyd seconded his motion. The following is a result of a roll call vote:

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

Administrative Report

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

Approved New Position for Health Educator Specializing in Tobacco Prevention (motion #60-2019)

Board members reviewed a service agreement between Mental Health Recovery Services of Warren/Clinton Counties (MHRS) and Warren County Health District (WCHD) in which MHRS will provide funding to WCHD, for full time employment of one Tobacco Prevention Specialist whose focus will be to reduce tobacco/nicotine use among Warren County Residents by employing a range of environmental prevention efforts in our communities and schools. WCHD will employ the selected individual and manage all employment related issues, including HR and benefits. See service agreement for full explanation of agreement. Mr. McClanahan made a motion to approve the Service Agreement and to hire a health educator specializing in tobacco prevention and Dr. Sosnowski seconded his motion. The following is a result of a roll call vote:

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

Approved Resolution #19-04 for Quarantine and Isolation (motion #61-2019)

Resolution #19-04 which provides authorization to the health commissioner to invoke isolation and/or quarantine orders of an individual, who is infected with a communicable disease, without first convening the Board of Health, was presented to Board members for approval. The health commissioner shall update the Board of Health at their next scheduled meeting where they will reaffirm the actions to control and prevent the spread of communicable disease. Dr. Barr made a motion to approve Resolution #19-04 and Dr. Sosnowski seconded his motion. The following is a result of a roll call vote:

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

Approved Resolution #19-05 for Delegation of Daily Operations Authority (motion #62-2019)

Resolution #19-05 was presented to Board members to formalize practices the administrative staff have been doing for several years. The resolution also increases the level the health commissioner can approve, for any expenses, from \$1000 to \$3000 without first seeking Board approval. Dr. Sosnowski made a motion approve Resolution #19-05 and Dr. Barr seconded his motion. The following is a result of a roll call vote:

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

Health and Wellness Plan and Day for Wellness Approved (motion #63-2019)

An updated Wellness Plan along with the Day for Wellness certificate, for the period July 1, 2019 through June 31, 2020, was presented to the Board for approval. Mr. McClanahan made a motion to approve the Wellness Plan and the Day for Wellness certificate for the period of July 1, 2019 through June 31, 2020. Mrs. Zajo seconded his motion and the following is a result of a roll call vote:

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

Board of Health Educational Session provided by Carolyn Tepe with the US Census Bureau:

6:45 pm – 7:25 pm

Ms. Tepe spoke to the Board about how the results of the U.S. Census could help the health district identify new policies and public programs that will be most helpful in our local communities. She also talked about how the health district can assist with the Census by becoming a Census Partner. We would come up with our own strategy of how we would share information to increase public participation (in our newsletter, brochures, etc)

Other Business

~Mr. Stansbury provided Board members with an update on the upcoming levy. He told them the County Commissioners have now passed the second resolution “declaring necessity” so that the 0.5 mill renewal levy can be placed on the fall ballot.

~Other levy information provided was that former employee, Margaret Pennington has agreed to serve as the Treasurer and that the levy committee that met earlier in the evening discussed purchasing fans for volunteers to distribute at the Warren County fair.

~The health commissioner shared some literature with Board members in regards to vaccine hesitancy and declining vaccination coverage.

With no further business to discuss Mr. Staten dismissed the Board of Health meeting at 7:25 pm.



James Staten,
President



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

