

**MINUTES OF
May 21, 2019
WARREN COUNTY BOARD OF HEALTH MEETING**

The regular monthly meeting of the Warren County Board of Health was held Tuesday May 21, 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, and Ms. Holly Boyd were present at roll call. (Mrs. Terrie Zajo, Ed Porginski, and Mrs. Joan Hayes were absent).

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

Minutes of Board Meeting Approved (motion #46-2019)

Minutes of the April 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:

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

Training Sessions #22-2019 and 28-2019 Approved (motion #47-2019)

The April 2019 Training Requests document had been updated from the time Board members were emailed their packets. This was brought to their attention for review. Mr. McClanahan made a motion to approve April 2019 Training Requests #22-2019 through #28-2019, as presented. Dr. Sosnowski seconded the motion and 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; Dr. Sosnowski – aye

Accounting Resolution #7-2019 Approved (motion #48-2019)

Accounting Resolution #7-2019 was submitted to the Board of Health for supplemental appropriation adjustments to the following funds: #9911-4100-5882 (Vacation Expense) and #9911-4100-5820 (Insurance Expense). See copy of resolution for full description. Dr. Barr made a motion to approve Accounting Resolution #7-2019 and Dr. Sosnowski 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; Dr. Sosnowski – aye

May 2019 Monthly Expense List Approved (motion #49-2019)

The May, 2019 Expense List was presented to Board members for their consideration. Mr. McClanahan made a motion to approve the expense list, as presented, and Ms. Boyd 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; Dr. Sosnowski – aye; Mr. Staten – aye

Financial Review To Date

There were no questions in reference to the financial statement. Mr. Stansbury told Board members the County Commissioners are in receipt of the Warren County Health District Resolution #19-03 to certify the

need for levy renewal. He said they support and are in favor of the levy renewal.

Administrative Report

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

Vehicle Purchase Approved (motion #50-2019)

Mr. Stansbury provided costs for two new Ford F-150 pickup trucks, with four wheel drive, to replace older vehicles in the health district’s fleet. Dr. Barr made a motion to approve \$48,000 for the purchase of two new trucks and Mr. Brigano offered a second to his motion which carried with the following result of a roll call vote:

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

Accepted Amendment to Employee Policy Manual Section 5.2: Compensation (motion #51-2019)

Section 5.2 of the Employee Personnel Policy Manual was presented to the Board. The way the policy currently reads it prevents offering a pay raise to a promoted overtime exempt employee if they are at or above the mid-point of their new pay range. Language was added to the policy to allow this. Dr. Barr made a motion to accept the amendment to Section 5.2: Compensation of the WCHD Employee Personnel Policy Manual. Mr. McClanahan seconded the motion and the following is a result of a roll call vote:

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

Approved Amendments to Warren County Health District Compensation Plan Structure (motion #52-2019)

Board members reviewed and approved suggested updates to the Promotions and Demotion sections of the Warren County Health District Compensation Plan Structure. The updates come as recommendation from the Administrative staff. Dr. Barr made a motion to accept the updates to the WCHD Compensation Plan Structure and Mr. McClanahan seconded the motion. The following is a result of a roll call vote:

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

Other Business

~Environmental Health Director, Chris Balster, provided an update to Board members stating he will be soliciting for bids soon for three Water Pollution Control Loan Fund projects for them to approve at a future meeting.


~Mr. Stansbury told Board members this year marks 100 Years of Public Health in Ohio. Hamilton County is hosting a celebration on August 1, 2019 at the Cintas Center. He invited Board members to attend with him, if they would like.

~Mr. Stansbury also informed Board members that Ohio is looking to increase age for tobacco and vaping use to age 21.

~ Mr. Stansbury shared copies of a recent article with Board members showing that the Senate highlights Effectiveness of Vaccines.

With no further business to discuss Mr. Staten dismissed the Board of Health meeting at 6:26 pm.


James Staten,
President


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