

**MINUTES OF
December 15, 2020
WARREN COUNTY BOARD OF HEALTH MEETING**

The regular monthly meeting of the Warren County Board of Health was held Tuesday December 15, 2020 in the first floor conference room of the Warren County Health District, 416 South East Street, Lebanon, Ohio. A phone conference line was also utilized for the meeting allowing anyone who is not feeling well or prefers to not attend in person to still join the meeting and also to keep the number of participants, physically in the meeting room, less than ten. In preparation for the meeting the room was set up with the tables at a minimum of 6 feet apart with one chair at each table. Notices were posted informing public that they could still join the meeting remotely by dialing into the posted conference line number. President, Mr. Dick Staten called the meeting to order at 6:00 pm.

Members Responding to Roll Call:

Dr. James Sosnowski, Mr. Dick Staten, Dr. Stephen Barr, Mr. Ed Porginski, and Mr. Dominic Brigano were present in person at roll call. Ms. Holly Boyd, Mrs. Terrie Zajo, Mr. Adam McClanahan, and Mrs. Liz Tinchler were present on the conference line at the time of roll call.

Others Present:

Duane Stansbury, Health Commissioner; Tammy Cranmer, Administrative Assistant; Chris Balster, Director of Environmental Health, and Dianna Glenn, Director of Nursing; and Brenda Joseph, Director of Finance were present.

Open Meetings Act Statement Read

Mr. Stansbury read the following statement "The Board of Health meeting will take place with some or all of its members and guests appearing by phone conference. A phone conference is necessary due to the need to comply with the Ohio Department of Health executive orders with regards to social distancing and restraining from meeting in groups of 10 or more. Further, this meeting is being conducted consistent with House Bill 197, which states members of a public body who attend meetings or hearings by means of teleconference, must be considered present as if in person at the meeting or hearing, must be permitted to vote, and must be counted in determining whether a quorum is present."

Minutes of November 17, 2020 Board of Health Meeting Approved (motion #111-2020)

Minutes of the November 17, 2020 Board of Health meeting were approved as written. Motion to approve came from Dr. Barr and was seconded by Dr. Sosnowski. The motion carried with the following response to a roll call vote:

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

December 2020 Expense List Approved (motion #112-2020)

The December, 2020 Expense List was presented to Board members for their review. Dr. Barr made a motion to approve the expense list, as presented, and Dr. Sosnowski provided a second to the motion which carried with the following result of a roll call vote:

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

Accounting Resolution #13-2020 Approved (motion #113-2020)

Accounting Resolution #13-2020 requesting adjustments to the following funds was presented to the Board of Health for approval #9961-4105-5102 (COVID CO20 Salaries); #9961-4105-5811 (COVID CO20 PERS); #9961-4105-5871 (COVID CO20 Medicare); #9961-4105-5820 (COVID CO20 Insurance); #9961-4105-5210 (COVID CO20 Supplies); #9961-4105-5317 (COVID CO20 Non Capital); #9961-4105-5400 (COVID CO20 Purchase Services); #9961-4105-5910 (COVID CO20 Other Expense); #9961-4105-5210 (COVID CO20

#Supplies) #9961-4105-5320 (COVID CO20 Capital Purchases); #9911-4100-5855 (Clothing); #9911-4100-5871 (Medicare); #9911-4100-5811 (PERS); #9961-4104-5102 (WIC Salaries); #9961-4104-5811 (WIC PERS). See Resolution for full description. Dr. Barr made a motion to approve Accounting Resolution #13-2020 as presented and Dr. Sosnowski provided a second. 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; Ms. Boyd – aye; Mr. Porginski – aye; Dr. Sosnowski – aye; Mrs. Tincher – aye

Accounting Resolution #14-2020 Approved (motion #114-2020)

Accounting Resolution #14-2020 requesting adjustments be made to the following funds to set up accounts for 2021 budget year and to expand accounts; #9911-4100-5421 (Postage Lease); #9911-4100-5820 (Health & Life); #9911-4100-5460 (Property Insurance); #9911-4100-5820 (Health & Life); #9911-4100-5317 (Equipment); #9911-4100-5890 (Employer HRA). See Resolution for full description. Dr. Sosnowski made a motion to approve Accounting Resolution #14-2020 and Mr. Brigano seconded the motion. The following is the result of a roll call vote:

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

Accounting Resolution #15-2020 Approved (motion #115-2020)

Accounting Resolution #15-2020 requesting an Amended Certificate to Fund #9961 (COVID 19 Grant) was presented to Board members for approval. Dr. Sosnowski made a motion to approve Accounting Resolution #15-2020, as presented. Dr. Barr offered a second to the 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. Tincher – aye; Mr. Staten – aye; Mrs. Zajo – aye

Financial Review To Date

Board members were presented with finance statements from the general fund and also grants fund. There were no questions in regards to either statement.

Educational Session: COVID Vaccine and Distribution (6:10-6:40 pm)

Mr. Stansbury led a discussion about COVID vaccines. He said both Moderna and Pfizer have applied for Emergency Use Authorization (EUA) from the FDA. The expectation is that both manufacturers will receive approval over the next week or two. The first shipments of vaccine will go to hospitals for their employees and large pharmacy chains for long term care facilities. Local health districts are expected to receive vaccine the following week. It will be the responsibility of local health districts to provide vaccine to smaller nursing facilities, psychiatric hospitals, assisted living facilities, people with intellectual disabilities and their staff, residents/staff at veterans' homes and EMS responders.

Administrative Report

At this time, 6:40 pm, Mr. Staten turned the meeting over to Mr. Stansbury for Administrative Report items.

Application of Property Located at 9700 Morrow Woodville Road Accepted into Water Pollution Control Loan Funding (WPCLF) Program (motion #116-2020)

The Environmental Health Division received an application from the homeowners of 9700 Morrow Woodville Road, Pleasant Plain (Harlan Township) for consideration of being accepted as a project location into the WPCLF program. After review, by health district staff, the application has been found to be eligible for 100% coverage through the funding opportunity and therefore the EH staff requested the Board of Health adopt the address as an approved WPCLF project location. Dr. Barr made a motion and Mr. Porginski provided a second to accept the above project into the WPCLF program at 100% coverage. The following is the result of a roll call vote:

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

Water Pollution Control Loan Funding Bid for 1732 E. Foster Maineville Road Accepted (motion #117-2020)

The Environmental Health Division received one bid for approved WPCLF project at 1732 E. Foster Maineville Road, Morrow Ohio. The bid, in the amount of \$40,110 to install a sewage treatment system, was received from Viox Excavating. Upon recommendation from the EH staff a motion came from Dr. Sosnowski and was supported by a second from Mr. Porginski to accept the bid. The following is the response of a roll call vote:

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

Water Pollution Control Loan Funding Bid for 3833 Anthony Lane Accepted (motion # 118-2020)

The Environmental Health Division received one bid for approved WPCLF project at 3833 Anthony Lane, Franklin Ohio. The bid in the amount of \$5,200 for residential repair/install lines from house to septic tank was received from Septek. Upon recommendation from the EH staff a motion came from Dr. Sosnowski and was supported by a second from Mr. Brigano to accept the bid. The following is the response of a roll call vote:

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


Other Business:


Mr. Stansbury informed Board members the CDC and ODH have adopted new COVID-19 quarantine periods. He said it is still recommended that everyone quarantine for 14 days but they do allow for a 10 day quarantine if the person is not exhibiting symptoms; monitoring for symptoms the full 14 days is still recommended. He added they also allow a 7 day quarantine with a negative COVID-19 test collected on day 5 or later and continued symptom monitoring for 14 days.

Board members were also provided the monthly division reports from the Director of Nursing, Director of Environmental Health, and also the monthly communicable disease report provided by Epidemiologist, Michelle Phillips, RN.

Dr. Barr said to wish all employees of Warren County Health District Happy Holidays from the Board of Health.

With no further business to discuss Mr. Staten dismissed the Board of Health meeting at 6:55 pm.


James Staten,
President


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

