

**MINUTES OF
September 21, 2021
WARREN COUNTY BOARD OF HEALTH MEETING**

The regular monthly meeting of the Warren County Board of Health was held Tuesday September 21, 2021 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. Dominic Brigano, Dr. Christine Jeffer, Mrs. Liz Tincher, Dr. James Sosnowski, and Mrs. Terrie Zajo were present at roll call. (Ms. Holly Boyd and Mr. Adam McClanahan were absent)

Others Present:

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

Public present: Several guests were present but not all signed the sign in sheet. Those who signed in include: Denis Rhodes, Josh LaSeurr, Jon Burr, Lindsay Heinly, Beth Levering, Joshua Beckmann, and Alyssa Spencer.

Concerned Citizens Address Board of Health (6:00–6:45 pm)

While no requests were received to address the Board of Health and it was not on the agenda, Mr. Staten did allow members from the public to voice their concerns in regards to various components of quarantines and the COVID vaccine itself. Most of the concerned citizens stated they were parents of school aged children at Warren County school districts. The concerns they shared were primarily in regards to mask mandates and quarantines. Mr. Stansbury stated that WCHD follows ODH and CDC closely and provides school districts with recommendations to limit risks of spread of the virus. Dr. Barr reiterated that Ohio Department of Health sets the quarantine guidelines that have been shared. In regards to the pilot programs with Warren County schools and the testing of kids; a parent asked if the school or health department is receiving money for this project. Mr. Stansbury said it is his understanding the test kits are being provided to the schools by the Ohio Department of Health, but no the schools nor the health department are not receiving money for the pilot program. Other concerns were about the vaccine itself and it was recommended any further questions about the vaccine be addressed to the Ohio Department of Health.

Minutes of August 2021 Board of Health Meeting Approved (motion #73-2021)

Dr. Barr made a motion to approve the August 2021 Board of Health meeting minutes and a second was provided by Mrs. Zajo. The motion carried with the following response to a roll call vote:

Dr. Sosnowski – aye; Ms. Tincher – aye; Mr. Staten – aye; Mrs. Zajo – aye;
Mr. Brigano – aye; Dr. Barr – aye; Dr. Jeffer – aye

September 2021 Expense List Approved (motion #74-2021)

The September 2021 Expense List was presented to Board members for their review; Dr. Barr made a motion to approve the expense list, as presented, and Mr. Brigano provided a second to the motion which carried with the following result of a roll call vote:

Ms. Tincher – aye; Mr. Staten – aye; Mrs. Zajo – aye; Mr. Brigano – aye;
Dr. Barr – aye; Dr. Jeffer – aye; Dr. Sosnowski – aye

Accounting Resolution #10-2021 and #11-2021 Accepted (motion #75-2021)

Accounting Resolution #10-2021 was presented to Board members for supplemental appropriations to the following funds: #9911-4100-5811 (PERS); #9911-4100-5210 (Materials and Supplies); #9912-4100-5800 (Food Service Health and Life Insurance); #9961-4107-5102 (Covid Enhanced Salaries); #9961-4107-5811

(Covid Enhanced PERS); #9961-4107-5871 (Covid Enhanced Medicare); #9961-4107-5820 (Covid Enhanced Insurance). See copy of Resolution #10-2021 for full explanation. Accounting Resolution #11-2021 was also presented to Board members for an Amended Certificate to the following funds: Anticipated Receipts Health fund #9961.42936 (Covid 19); Anticipated Receipts Health fund #9961-42533 (RHWP); Anticipated Receipts Health fund #9961.42937 (Covid Tracing); Anticipated Receipts Health fund #9961.42939 Covid Vaccine Equity; and Anticipated Receipts Health fund #9961.142938 (Covid Vaccine Enhanced). See copy of Resolution #11-2021 for full explanation. Mr. Brigano made a motion to accept Accounting Resolution #10-2021 and Accounting Resolution #11-2021, as presented. Mrs. Zajo provided a second to the motion which carried with the following response to a roll call vote:

Mr. Staten – aye; Mrs. Zajo – aye; Mr. Brigano – aye; Dr. Barr – aye;
Dr. Jeffer – aye; Dr. Sosnowski – aye; Ms. Tincher – aye

Financial Reviews to Date

There were no questions in regards to the August 2021 General Finance and Grants Statements

Administrative Report

At this time, Mr. Staten turned the meeting over to Mr. Stansbury for his Administrative Report items.

Final Reading of Environmental Health Program Fee Changes for 2022 Dispensed (motion #76-2021)

Dr. Barr made a motion to dispense with the final reading of the Environmental Health Program Fee Changes for 2022 and read by title only. Mrs. Zajo provided a second to his motion and the following is the response of a roll call vote:

Mr. Brigano – aye; Dr. Barr – aye; Dr. Jeffer – aye; Dr. Sosnowski – aye;
Ms. Tincher – aye; Mr. Staten – aye; Mrs. Zajo – aye

Final Reading of Environmental Health Program Fee Changes for 2022 Approved (motion #77-2021)

Dr. Barr made a motion to approve the final reading of the Environmental Health Program Fee Changes for 2022. His motion was seconded by Dr. Jeffer. The following is a result of a roll call report:

Dr. Barr – aye; Dr. Jeffer – aye; Dr. Sosnowski – aye; Ms. Tincher – aye;
Mr. Staten – aye; Mrs. Zajo – aye; Mr. Brigano – aye

Bid Accepted for Water Pollution Control Loan Funding Project (motion #78-2021)

Bids were solicited for WPCLF approved projects at 5861 Greentree Road and 1589 Harlan Road. No bid was received for the Greentree Road project, so it will be left open bids to be received and presented to the Board of Health at next month's meeting. A bid in the amount of \$4,200 from SepTek was presented and accepted for system cleaning and inspection at 1589 Harlan Road. The owners of this project will be covered at 85% loan forgiveness. Dr. Barr made the motion for the SepTek bid to be accepted for WPCLF project at 1589 Harlan Road and Ms. Tincher provided a second. The following is the result of a roll call bid:

Dr. Jeffer – aye; Dr. Sosnowski – aye; Ms. Tincher – aye; Mr. Staten – aye;
Mrs. Zajo – aye; Mr. Brigano – aye; Dr. Barr – aye

Entered Executive Session to Discuss Personnel (motion #79-2021)

At 6:50 pm and per the Agenda, Dr. Barr made a motion to enter into Executive Session to discuss personnel. Dr. Sosnowski provided a second and the following is the result of a roll call vote:

Dr. Sosnowski – aye; Ms. Tincher – aye; Mr. Staten – aye; Mrs. Zajo – aye;
Mr. Brigano – aye; Dr. Barr – aye; Dr. Jeffer – aye

Return to Regular Session Board of Health Meeting (motion #80-2021)

At 7:00 pm Dr. Barr made a motion to return to the regular session of the Board of Health Meeting. Dr. Jeffer provided a second and the following is a response to a roll call vote:

Dr. Jeffer – aye; Dr. Sosnowski – aye; Ms. Tincher – aye; Mr. Staten – aye;
Mrs. Zajo – aye; Mr. Brigano – aye; Dr. Barr – aye

Salary Increases Approved for All Staff (motion #81-2021)

Dr. Barr made a motion to give every employee across the board a \$1.00 increase effective next payroll period and every employee across the board shall receive a five percent increase effective January 1, 2022. Dr. Sosnowski provided a second and the following is a result of a roll call vote:

Dr. Jeffer – aye; Dr. Sosnowski – aye; Ms. Tincher – aye; Mr. Staten – aye;
Mrs. Zajo – aye; Mr. Brigano – aye; Dr. Barr – aye

Director of Finance, Brenda Joseph, asked for clarification; if the five percent increase is on top of the caps, as was done last year. Dr. Barr answered yes.

Other Business:


~ Mr. Brigano attended a Board of Health members meeting at the Ohio Association of Boards of Health. He briefed the other members about the meeting.

~ Board members received monthly reports from the Nursing Director, the Environmental Health Director, and the Communicable Disease Report from the epidemiologist.

With no further business Mr. Staten dismissed the Board of Health meeting at 7:05 pm.



James Staten,
President



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

