

MINUTES OF
April 19, 2022
WARREN COUNTY BOARD OF HEALTH MEETING

The regular monthly meeting of the Warren County Board of Health was held Tuesday April 19, 2022 in the first floor conference room of the Warren County Health District, 416 South East Street, Lebanon, Ohio. President, Dr. Stephen Barr called the meeting to order at 6:00 pm.

Members Responding to Roll Call:

Mr. Dick Staten, Dr. James Sosnowski, Dr. Stephen Barr, Mr. Dominic Brigano, Ms. Holly Boyd, Mrs. Terrie Zajo, and Mrs. Nicole Ditmer were present at roll call. (Dr. Christine Jeffer and Mr. Adam McClanahan were absent).

Others Present:

Staff present: Duane Stansbury, Health Commissioner; Tammy Cranmer, Administrative Officer; Dianna Glenn, Director of Nursing; Brenda Joseph, Director of Finance; Dr. Scott Swope, Medical Director; Suzan Parziale, Nurse Coordinator; and Cindy Granata, Nurse Practitioner were present.

March 2022 Board of Health Minutes Approved (motion #37-2022)

Dr. Barr made a motion to approve the March 2022 Board of Health meeting minutes and a second was provided by Dr. Sosnowski. The motion carried with the following response to a roll call vote:

Dr. Sosnowski – aye; Mr. Staten – aye; Mrs. Zajo – aye; Mr. Brigano – aye;
Dr. Barr – aye; Ms. Boyd – aye; Mrs. Ditmer – aye

Training Session #4-2022 and #5-2022 Approved (motion #38-2022)

April 2022 Training Requests #4-2022 and #5-2022 were presented to Board members. Dr. Barr made a motion to approve both training requests and Ms. Boyd provided a second. The following is a result of a roll call vote:

Mr. Staten – aye; Mrs. Zajo – aye; Mr. Brigano – aye; Dr. Barr – aye;
Ms. Boyd – aye; Mrs. Ditmer – aye; Dr. Sosnowski – aye

Accounting Resolution #4-2022 Accepted (motion #39-2022)

Accounting Resolution #4-2022 was presented to Board members for adjustments to the following funds: #9911-4100-5882 (Vacation Payout); #9916-4100-5910 (Sewage Other Expense); #9916-4100-5400 (Sewage Purchase Services); #9916-4100-5210 (Sewage Supplies); #9916-4100-5370 (Sewage Software); #9916-4100-5820 (Sewage Health & Life); #9916-4100-5940 (Sewage Travel); #9916-4100-5850 (Sewage Training); #9912-4100-5820 (Food Service Health & Life); #9912-4100-5370 (Food Service Software); #9911-4100-5910 (Other Expense). See copy of Resolution #4-2022 for full explanation. Dr. Sosnowski made a motion to accept Accounting Resolution #4-2022, 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;
Ms. Boyd – aye; Mrs. Ditmer – aye; Dr. Sosnowski – aye

April 2022 Expense List Approved (motion #40-2022)

The March 2022 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. Zajo – aye; Mr. Brigano – aye; Dr. Barr – aye; Ms. Boyd – aye;
Mrs. Ditmer – aye; Dr. Sosnowski – aye; Mr. Staten – aye

Financial Reviews to Date

There were no questions in regards to the March 2022 month ending general finance and grants statements.

Discussion About Future Expansion of Warren County Health District

Dr. Swope spoke to the Board about the needs of Warren County as it relates to clinics and possible expansion of services. He reviewed the growth of the agency in his tenure with WCHD, and spoke of how our clinics are always full on a daily basis. Some things mentioned that are needed is better language service, expanding office space is a must, being able to accommodate the growing population, and determining if other clinics, including specialties (cardiology provided as example), are needed for the underinsured population. Board members asked about trends we are seeing and if there is any data to estimate how many will be underinsured (into the future). Dr. Sosnowski suggested more data be gathered and provided to the Board's Long Range Planning Committee. All were in agreement that this is something to begin discussing but more data/analyzing of trends is needed.

Administrative Report

Mr. Staten turned the meeting over to Mr. Stansbury for the Administrative Report items.

Accepted 2454 Old 122 into WPCLF Program (motion #41-2022)

Board members were informed the homeowner of 2454 Old 122 Road, Lebanon has applied and qualifies for 50% coverage through the WPCLF program for repair or replacement to his current household sewage treatment system. Dr. Sosnowski made a motion to accept the homeowners property at 2454 Old 122, Lebanon in to the WPCLF program. Ms. Boyd provided a second and the following is the response to a roll call vote:

Dr. Barr – aye; Ms. Boyd – aye; Mrs. Ditmer – aye; Dr. Sosnowski – aye;
Mr. Staten – aye; Mrs. Zajo – aye; Mr. Brigano – aye

Variance Request #5-2022 Approved (motion #42-2022)

Variance Request #5, from Stan Rudd of Rudd's Excavating, was presented to Board members for consideration. The Variance is in regards to the continuing education requirement per OAC, 3701-29-03 (C)(5), for sewage treatment installers. COVID 19 restrictions presented a challenge for installers to obtain CEU's during the previous calendar year before registering as a sewage treatment system installer. The environmental health staff recommended approval of the variances to allow the required CEU's be attained during the current calendar year. Dr. Barr made a motion to approve Variance Request #5-2022 and Mrs. Zajo provided a second. The following is the response of a roll call vote:

Dr. Barr – aye; Ms. Boyd – aye; Mrs. Ditmer – aye; Dr. Sosnowski – aye;
Mr. Staten – aye; Mrs. Zajo – aye; Mr. Brigano – aye

Entered into Executive Session (motion #43-2022)

At 6:30 pm, and per the Agenda, Dr. Barr made a motion to enter into Executive Session to discuss a personnel matter. Dr. Sosnowski seconded the motion and the following is the response of a roll call vote:

Dr. Sosnowski – aye; Mr. Staten – aye; Mrs. Zajo – aye; Mr. Brigano – aye;
Dr. Barr – aye; Ms. Boyd – aye; Mrs. Ditmer – aye

Return to Regular Session of the Board of Health Meeting (motion #44-2022)

At 7:05 Mr. Staten announced the Board was returning to regular session with no action to be taken on the discussion of personnel matter. Upon motion from Dr. Barr and a second from Dr. Sosnowski the following roll call was taken:

Dr. Sosnowski – aye; Mr. Staten – aye; Mrs. Zajo – aye; Mr. Brigano – aye;
Dr. Barr – aye; Ms. Boyd – aye; Mrs. Ditmer – aye

With no further business Mr. Staten dismissed the Board of Health meeting at 7:10 pm.



James Staten,
President



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

