

**MINUTES OF
March 21, 2023
WARREN COUNTY BOARD OF HEALTH MEETING**

The regular monthly meeting of the Warren County Board of Health was held Tuesday March 21, 2023 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, Mrs. Nicole Ditmer, Mrs. Traci Gabbard, Dr. Stephen Barr, Mr. Dominic Brigano, Mrs. Terrie Zajo, Ms. Holly Boyd, and Mr. Adam McClanahan were present at roll call (Dr. James Sosnowski was absent)

Others Present:

Staff present: Duane Stansbury, Health Commissioner; Tammy Cranmer, Administrative Officer; Chris Balster, Assistant Health Commissioner; Tara Thornton; Environmental Health Director; Dianna Glenn, Director of Nursing; Brenda Joseph, Finance Director; and guest speaker Darlene Chamberlain with, Mental Health Recovery Board

Introduction of new Board Member

Mr. Stansbury introduced Mrs. Traci Gabbard as the new Board of Health member. Mrs. Gabbard was appointed by the District Advisory Council on March 6, 2023 to complete the term vacated by Dr. Christine Jeffer. Board members welcomed Mrs. Gabbard.

Board of Health Educational Session

6:00-6:25 pm. Darlene Chamberlain, Executive Director of Mental Health Recovery Board (serving Warren and Clinton Counties) was present to provide Board members an overview of the services offered through MHRB and provide an outline of their Prevention Services Collaborative Plan which includes Crisis Services, Community Services, Justice Services, and Recovery Support Services. They also have a Mobile Response and Stabilization Service, for youth support, she spoke about.

Board of Health Officer's Elected (motion #32-2023)

March is the month every year in which the President and Vice President are elected for the upcoming twelve-month period. Mr. McClanahan made a motion to keep Mr. Dick Staten as President and Dr. Stephen Barr as Vice President. Mrs. Zajo seconded the motion which carried with the following response to a roll call vote:

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

Board of Health Committee Assignments (motion #33-2023)

March is also the month every year when the President of the Board of Health appoints board members to committees. Mr. Staten suggested keeping the committee assignments the same and add Mrs. Gabbard in place of Dr. Jeffer was on the Finance/Auditing Committee. Mr. Staten asked for a motion to accept the committee assignments as follows:

<u>Personnel Committee</u>	<u>Finance/Auditing Committee</u>	<u>Long Range Planning Committee</u>
Ms. Boyd	Mrs. Zajo	Dr. Sosnowski
Mr. Brigano	Mrs. Ditmer	Dr. Barr
Dr. Barr	Mr. McClanahan	Ms. Boyd
Mr. McClanahan	Mrs. Gabbard	Mr. Brigano

Mr. McClanahan made a motion to accept the committee assignments and Ms. Boyd provided a second. The following is a response to a roll call vote:

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

motion approving the ID card maker, as described and Dr. Barr provided a second. The following is the result of a roll call vote;

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

Approved Allocating Funds for Tire Recycling Events (motion 40-2023)

The Environmental Health Division has two upcoming tire events scheduled. As in previous years, it is hard to gauge exactly how many tires will be brought in for each event. Tara Thornton, Environmental Health Director requested additional funds be approved to pay for the events if the expenses associated exceed what Mosquito Control Grant will cover. Dr. Barr made a motion to allocate \$10,000 to be used for 2023 tire recycling events, if needed. Mr. Brigano provided a second and the following is the response of a roll call vote:

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

Other Business

Dianna Glenn, of Nursing informed Board members of a recent Meningococcal disease in Warren County resident. Duane said Dr. Koles, Dianna, and the nursing staff did a very good job handling this from the media releases to getting 56 people who were identified as contacts treated with antibiotic.

Chris Balster informed Board members of a recent employee incentive survey that was conducted to gauge insight as to what employees would be interested in having incorporated to our benefits, policies, etc. He reported the top 3 incentive from the survey were; reduced work week, e.g. 4 day work week; hybrid schedules with remote work; and additional financial compensation outside of hourly rate. After sharing the results of the survey, the Board said the members on the Personnel Committee will meet at 5 pm next month, prior to Board meeting, to review it closer. They thanked Duane and Chris for the information.

Entered Executive Session (motion #41-2023)

At 6:55 pm, and per the Agenda, the Board voted to enter executive session to discuss employee compensation. Dr. Barr made the motion to enter executive session and Mr. McClanahan provided the second. The following is the roll call vote:

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

Return to Regular Session (motion #42-2023)

At 7:28 pm, Board members return to regular session on a motion from Dr. Barr, a second from Mr. Brigano and the following roll call vote:

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

Board members received their monthly reports from the Epidemiologist, Nursing Director and EH Director

With no further business Mr. Staten dismissed the Board of Health meeting at 7:28 pm.



James Staten,
President



Duane Stansbury, REHS, MPH
Secretary