

**MINUTES OF
July 10, 2023 SPECIAL MEETING
WARREN COUNTY BOARD OF HEALTH MEETING**

001117

A special meeting of the Warren County Board of Health was held Monday July 10, 2023 in the first floor conference room of the Warren County Health District, 416 South East Street, Lebanon, Ohio

Members Responding to Roll Call:

Mr. Dick Staten, Ms. Holly Boyd, Dr. Stephen Barr, Mr. Adam McClanahan, Mrs. Nicole Ditmer, Mrs. Terrie Zajo were present at roll call. Dr. James Sosnowski entered at 5:02 pm

Others Present:

Staff present: Chris Balster, Assistant Health Commissioner; Dr. Terren Koles, Medical Director; Dianna Glenn, Director of Nursing; and Tammy Cranmer, Administrative Officer

Entered into Executive Session (motion #69-2023)

At 5:00 pm and per the Agenda, Dr. Barr made a motion to enter Executive Session to discuss Personnel, specifically related to hiring of a medical director. Mr. McClanahan seconded the motion and the following is the response of a roll call vote:

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

~Dr. Sosnowski entered the meeting at 5:02 pm

Return to Regular Session of the Board of Health Meeting (motion #70-2023)

At 5:25 pm Mr. Staten announced the Board of Health was returning to regular session and asked for roll call to be taken. The following is result of roll call:

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

Motion to Hire Medical Director (motion #71-2023)

Dr. Barr made a motion to offer job of Medical Director to Dr. Landon Krantz with contract to be determined. Ms. Boyd seconded the motion and the following is the result of a roll call vote:


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

Vacation Policy Adjustment (motion #72-2023)


Assistant Health Commission, Chris Balster, informed the Board that at the previous month's meeting when the vacation leave policy was amended (motion #63-2023), a follow motion should have been presented to allow for a supplemental one-time adjustment to employee's accrual rate. This would be to compensate individuals that have either bypassed some of the new milestone dates or will no longer be able to benefit from the eight-year anniversary mark, which was removed in the updated policy. Employees will receive between two-six days' vacation. Dr. Sosnowski made a motion to approve the one-time adjustment of employees' vacation accrual and Dr. Barr provided a second. The following is the result of a roll call vote:

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

With no further business Mr. Staten adjourned the Special Session Board of Health meeting 5:35 pm.



James Staten,
President



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