



BOARD OF HEALTH MEETING

AGENDA
December 18, 2023

1.0 CONVENTION

- 1.1. Call the meeting to order: _____
- 1.2. Quorum Present **Yes** **No**

2.0 STANDING AGENDA ITEMS

2.1. MOTION TO APPROVE: November 20, 2023 Meeting Minutes.

Motion by: _____ Second by: _____

Voting Record			
Martha Mooney		---	
Shad Gallogly		Holly Trainer	
David Zaghlool		Megan Rockas	

2.2. MOTION TO APPROVE: December 18, 2023 Agenda

Changes to agenda

- ...

Motion by: _____ Second by: _____

Voting Record			
Martha Mooney		---	
Shad Gallogly		Holly Trainer	
David Zaghlool		Megan Rockas	

3.0 PUBLIC PARTICIPATION

- 3.1. As of December 14, 2023, there have been **NO** requests to address the Board at this meeting.

4.0 FINANCIALS

4.1. MOTION TO APPROVE: Monthly Financials as Presented.

Motion by: _____ Second by: _____

Voting Record			
Martha Mooney		---	
Shad Gallogly		Holly Trainer	
David Zaghlool		Megan Rockas	

5.0 ACTION ITEMS

5.1. RESOLUTION 2023-020-EH: 2024 Environmental Health Program Fee Schedule.

This fee schedule includes updates to Body Art, Camps, Food, and Pool program fees. This is the **THIRD** and **FINAL** of the required three readings of the proposed fees. The **FIRST** of the required three readings of the proposed fees took place on October 16, 2023. The public hearing and **SECOND** reading took place on November 20, 2023.

Motion by: _____ Second by: _____

Voting Record			
Martha Mooney		---	
Shad Gallogly		Holly Trainer	
David Zaghlool		Megan Rockas	

5.2. RESOLUTION 2023-022-ADM: 2024 Delegation of Authority. This resolution allows for the delegation of administrative duties to the Health Commissioner for 2024 in accordance with the agency’s Delegation of Authority Policy. This resolution is updated annually.

Motion by: _____ Second by: _____

Voting Record			
Martha Mooney		---	
Shad Gallogly		Holly Trainer	
David Zaghlool		Megan Rockas	

5.3. RESOLUTION 2023-023-ADM: 2024 MCHD Employee Benefits. This resolution is for the adoption of the employee fringe benefits for 2024. These benefits include the BOH’s contribution to: OPERS, Workers Compensation, Medicare, Insurance, and Stipends. There have been no changes from last year.

Motion by: _____ Second by: _____

Voting Record			
Martha Mooney		---	
Shad Gallogly		Holly Trainer	
David Zaghlool		Megan Rockas	

5.4. MOTION TO APPROVE: 2024 Medical Director Contract. This is a renewal of the contract between the BOH and Dr. Thomas Freundlich, MD, for the provision of medical director services for the agency. It describes the terms, conditions, and responsibilities required of the Medical Director. The term of this contract is for one year.

Motion by: _____ Second by: _____

Voting Record			
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Martha Mooney		---	
Shad Gallogly		Holly Trainer	
David Zaghlool		Megan Rockas	

5.5. MOTION TO APPROVE: A 2% Wage Increase for the Following Employees: Michaela Byler, Jessica Garver, Annette Goodrich, Teresa Hoffman, Daniel Huddleston, Karrie Hursey, Lynne Keeseey, Morgan Shirley, Jill Thompson, and Stephanie Zmuda. These staff members are eligible for a wage increase according to the MCHD Employee Compensation Policy. This increase should begin with the first pay of 2024. The total annual cost (including wages and fringes) for each of the listed employees for this increase does not exceed \$1,459.54 per person per year. The cost of this increase was included in the 2024 Agency Budget that was adopted by the Board in November 2023.

Motion by: _____

Second by: _____

Voting Record			
Martha Mooney		---	
Shad Gallogly		Holly Trainer	
David Zaghlool		Megan Rockas	

5.6. MOTION TO APPROVE: 2nd Amendment to Health Commissioner Contract. This is the second amendment of the contract between the Board of Health and Stephanie Bragg as the Health Commissioner. This amendment is to allow for a 2% salary increase that will begin with the first pay period of 2024. The total annual cost of this increase (including wages and fringes) will be \$1,775.77.

Motion by: _____

Second by: _____

Voting Record			
Martha Mooney		---	
Shad Gallogly		Holly Trainer	
David Zaghlool		Megan Rockas	

5.7. MOTION TO: Update the Probationary Period for MCHD Employees. This will change the probationary period to twelve (12) months for all MCHD employees, regardless of FSLA-exemption status. This change will affect all staff who were hired after January 1, 2023. Employees will still be allowed to use vacation leave time after they have been employed for six (6) months.

Motion by: _____

Second by: _____

Voting Record			
Martha Mooney		---	
Shad Gallogly		Holly Trainer	

David Zaghlool		Megan Rockas	
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6.0 INFORMATION ITEMS AND COMMENTS – REFER TO ATTACHMENTS

6.1. Environmental Health Division *Stephanie Zmuda*

- STS Abandonment Report
- EH Program Report

6.2. Nursing and Community Health Division *Morgan Shirley*

- Communicable Disease Report
- Nursing Program Report

6.3. Health Commissioner *Stephanie Bragg*

- Agency Updates/Information
 - 480 Douglas Building update – waiting for state approval of the plans
 - Continuing to update position descriptions

7.0 MEETING ADJOURNMENT

The next regular Board of Health meeting will be held **Monday, January 22, 2024 at 6:00 pm** in the Community Services Building.

**Don't forget, this meeting is on the 4th Monday of the month due to the holiday! **

Motion by: _____ Second by: _____

Voting Record			
Martha Mooney		---	
Shad Gallogly		Holly Trainer	
David Zaghlool		Megan Rockas	

This meeting adjourned at _____ p.m.