



BOARD OF HEALTH MEETING

AGENDA
September 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: August 21, 2023 Meeting Minutes.

Motion by: _____ Second by: _____

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

2.2. MOTION TO APPROVE: September 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 September 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	

- 4.2. **MOTION TO: Increase Appropriations in Fund 8558: Bathing Beaches.** Increases need to be made in the following line items.

- Employee Wages - \$49.50
- Lab Services - \$334.20

Motion by: _____

Second by: _____

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

4.3. MOTION TO: Increase Appropriations in Fund 8550: General Health District.

Increases need to be made in the following line items for a total of \$64,037.00.

- Professional Organizations - \$8,0374.00
- Equipment - \$38,500.00
- Transfer – Out \$17,500.00

Motion by: _____

Second by: _____

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

4.4. MOTION TO: Adjust Appropriations in Fund 8571: Lead. Adjustments need to be made in the following line items.

Decrease

- Employee Wages - \$389.57
- OPERS - \$145.83
- Medicare - \$23.74
- Worker’s Compensation - \$23.02
- Mileage Reimbursement - \$5.80
- Purchased Services - \$300.00
- Health District Reimbursement - \$188.50
- Supplies - \$23.87
- Transfer Out - \$12,900.00

Increase

- Advance Out - \$14,947.69

Motion by: _____

Second by: _____

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

- 4.5. MOTION TO: Transfer Funds from Fund 8550 to Fund 8515.** This motion is to transfer funds in the amount of \$17,500.00 from Fund 8550: General Health District to Fund 8515: Public Health Workforce.

Motion by: _____ Second by: _____

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

- 4.6. MOTION TO: Transfer Funds from Fund 8581 to Fund 8550.** This motion is to transfer funds in the amount of \$15,000.00 from Fund 8581: STI to Fund 8550: General Health District.

Motion by: _____ Second by: _____

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

- 4.7. MOTION TO: Transfer Funds from Fund 8554 to Fund 8550.** This motion is to transfer funds in the amount of \$9,753.80 from Fund 8554: COVID 19 Vaccination to Fund 8550: General Health District.

Motion by: _____ Second by: _____

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

- 4.8. MOTION TO: Advance Funds from Fund 8571 to Fund 8550.** This motion is to advance funds in the amount of \$14,947.69 from Fund 8571: Lead to Fund 8550: General Health District.

Motion by: _____ Second by: _____

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

5.0 ACTION ITEMS

5.1. RESOLUTION 2023-017-ADM: WF23 Grant Employee Retention Bonus - 2023.

The Workforce grants are focused on building the public health employee workforce through employee training and development, retention of existing staff, and recruitment of new staff. Under this grant, it is an allowable expense to provide a bonus to employees for each calendar year of the grant project to incentivize them to remain employed at MCHD. These bonuses were included as an expense in MCHD’s WF23 budget that has been approved by ODH. The breakdown for cost, timeline, and employee eligibility are included in your packet. The bonuses under this grant will be presented as new resolution for each calendar year that they are allowable.

Motion by: _____ Second by: _____

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

5.2. RESOLUTION 2023-018-ADM: 2024 Environmental Food Program Fee Schedule.

This is the **FIRST** of the required three readings of the proposed fees. The public hearing and the **SECOND** of the required three readings of the proposed fees will take place on October 16, 2023. The **THIRD** and **FINAL** reading will take place on November 20, 2023.

Motion by: _____ Second by: _____

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

5.3. MOTION TO APPROVE: Pharmacy Services Agreement between BOH and PMQ

Group. This agreement will allow MCHD to purchase pharmaceuticals for HIV prevention and maintenance. The term of this agreement is 12 months.

Motion by: _____ Second by: _____

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

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 – reviewed first draft of proposed floor plans with Jamie Brucker; made some suggestions for changes and sent back to architect for revisions.
 - Moved Jill to the old community health area and Kelly Pack to Tory’s old workstation for the Commissioners to build an area for Board of Election storage in that space.
 - Budget revisions for both Workforce grants submitted.
 - Attended Fall Conference 9/13 – 9/15
 - Quarterly Township meeting scheduled for 9/21/23.
 - Working on updating position descriptions

7.0 MEETING ADJOURNMENT

The next regular Board of Health meeting will be held **Monday, October 16, 2023, at 6:00 pm** in the Community Services Building.

Motion by: _____ Second by: _____

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

This meeting adjourned at _____ p.m.