



BOARD OF HEALTH MEETING

MEETING MINUTES
September 19, 2022

Board Members Present

Martha Mooney Shad Gallogly Megan Rockas

MCHD Personnel and Guests Present

Stephanie Bragg Morgan Shirley Stephanie Zmuda Kenneth Keen

1.0 CONVENTION

- 1.1. Martha Mooney, Board President, called the meeting to order at **6:10 p.m.**
- 1.2. A quorum of Board members **WAS** present (3 of 5)

2.0 STANDING AGENDA ITEMS

2.1. MOTION TO APPROVE: August 15, 2022 Minutes

The motion to accept the July 18, 2022 Minutes was made by **Megan Rockas** and seconded by **Shad Gallogly**. All Ayes – Motion Carried.

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

2.2. MOTION TO APPROVE: September 19, 2022 Agenda

2.2.1. Changes to agenda

- *Removed Martin Variance*
- *Removed EH Program Fees*
- *5.5 – Megan Bailey Resignation*

The motion to accept the September 19, 2022 Agenda was made by **Shad Gallogly** and seconded by **Megan Rockas**. All Ayes – Motion Carried.

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

3.0 PUBLIC PARTICIPATION

- 3.1. As of September 15, 2022, **No One** had requested to address the Board at this meeting.

4.0 FINANCIALS

4.1. MOTION TO: Increase Appropriations in Fund 8565: Public Swimming Pools.

Increases need made in the following line items:

- Employee Wages - \$300.00
- OPERS - \$42.00
- Medicare - \$4.60
- Workers Compensation - \$2.24
- Mileage Reimbursement - \$116.00

The motion to Increase Appropriations in Fund 8565: Public Swimming Pools was made by **Shad Gallogly** and seconded by **Megan Rockas**. All Ayes – Motion Carried.

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

4.2. MOTION TO: Adjust Appropriations in Fund 8564: Get Vaccinated Ohio. Increases need made in the following line items:

- Employee Wages - \$5,132.49
- OPERS - \$174.55
- Medicare - \$60.22
- Mileage Reimbursement - \$250.00
- Remit to Political Entity - \$13,000.00

Decreases need to be made in the following line item:

- Workers Compensation - \$29.32

The motion to Adjust Appropriations in Fund 8564: Get Vaccinated Ohio was made by **Shad Gallogly** and seconded by **Megan Rockas**. All Ayes – Motion Carried.

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

4.3. MOTION TO APPROVE: Monthly Financials as Presented.

The motion to Approve Monthly Financials was made by **Shad Gallogly** and seconded by **Megan Rockas**. All Ayes – Motion Carried.

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

5.0 ACTION ITEMS

5.1. RESOLUTION# 2022-032-EH: Vanderkooi Variance for Under Driveway Line. Jarod Vanderkooi is requesting a variance from OAC 3701-29-06 (G)(3)(a) to allow him to pass his septic line under his driveway. This property is located at 7615 County Road 9, Edison, OH 43320. His septic designer has determined that this is the best placement of the STS.

The resolution to approve the Vanderkooi Variance for an Under Driveway Line was made by **Shad Gallogly** and seconded by **Megan Rockas**. All Ayes – Motion Carried.

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

5.2. RESOLUTION# 2022-033-ADM: Workplace Safety Policy. This resolution is to adopt the revised Workplace Safety policy that provides guidance for MCHD employees to maintain a safe workplace environment and what to do in the event of accidents or injuries that occur while on the job.

The resolution to approve the Workplace Safety Policy was made by **Megan Rockas** and seconded by **Shad Gallogly**. All Ayes – Motion Carried.

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

5.3. RESOLUTION# 2022-034-ADM: Drug and Alcohol Policy. This resolution is to adopt the revised Drug and Alcohol policy for MCHD staff.

The resolution to approve the Drug and Alcohol Policy was made by **Shad Gallogly** and seconded by **Megan Rockas**. All Ayes – Motion Carried.

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

5.4. MOTION TO APPROVE: Food Service License Transfer for Pizza Barn. The Board is being asked to consider transferring Clayton Miller’s unexpired license to Tracy and Margie Landon under the circumstances. When the Landons took over the business again from Bill Snyder they purchased their own license, and each time they believed they had the business sold the new owner obtained his own license. In this case they haven’t chosen to take the business back and continue to operate it but have had to do

so for obvious reasons. There are less than 6 months remaining on the current license, and the current operator will then have to renew the license. While there are outstanding plumbing issues that Miller should have addressed, the permitting and inspections will come from Richland Public Health. There are no other outstanding issues that staff is aware of at this time.

The motion to approve the Food Service License Transfer for Pizza Barn was made by **Shad Gallogly** and seconded by **Megan Rockas**. All Ayes – Motion Carried.

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

- 5.5. MOTION TO ACCEPT: Megan Bailey’s Resignation.** Mrs. Bailey has submitted her resignation from the position of Health Educator. She has decided to take a position in another county. Her last day will be September 30, 2022. We will be considering previous applicants for this position to determine if they are still interested in this position.

The motion to accept Megan Bailey’s Resignation was made by **Shad Gallogly** and seconded by **Megan Rockas**. All Ayes – Motion Carried.

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

6.0 INFORMATION ITEMS AND COMMENTS – REFER TO ATTACHMENTS

6.1. Environmental Health Division *Stephanie Zmuda*

- 6.1.1. STS Abandonment Report – see attached document
- 6.1.2. EH Program Report – see attached document

6.2. Nursing and Community Health Division *Morgan Shirley*

- 6.2.1. Communicable Disease Report – see attached document
- 6.2.2. Nursing Program Report – see attached document

6.3. Health Commissioner *Stephanie Bragg*

- 6.3.1. Agency Updates/Information
 - Website update – Website complete. Edit Content Training for MCHD staff scheduled for last week of September.
 - ACAR update
 - CHA next cycle
 - Levy

7.0 MEETING ADJOURNMENT

The next regular Board of Health meeting will be held **Monday, October 17, 2022, at 6:00 pm**. This meeting will be held in person in the Community Services Building. If in-person meetings are inadvisable, the meeting will be held virtually via Zoom.

The motion to adjourn this meeting was made by **Shad Gallogly** and seconded by **Megan Rockas** All Ayes – Motion Carried.

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

This meeting was adjourned at 7:37 p.m.

Martha Mooney, DVM
Board of Health President

Date

Stephanie Bragg, RN, BSN, MHA
Secretary to the Board

Date