



BOARD OF HEALTH MEETING

AGENDA
March 21, 2022

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: February 14, 2022 Meeting Minutes.

Motion by: _____ Second by: _____

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

2.2. MOTION TO APPROVE: March 21, 2022 Agenda

2.2.1. 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 **March 17, 2022**, **No One** has requested to address the Board at this meeting.

4.0 FINANCIALS

4.1. MOTION TO: Accept 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# 2021-023-EH: 2022 Environmental Health Program Fee Schedule.

This is the THIRD and FINAL of the required three readings. The FIRST reading took

place on November 15, 2021. The SECOND reading and public hearing took place on March 21, 2022. The proposed fees are included in the BOH packet. They include changes to the Bathing Beach License Fee, the Individual and Additional Swimming Pool Fees, and the Tattoo and Body Art Fees. No other EH Non-Food Program Fee changes are proposed for 2022.

Motion by: _____ Second by: _____

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

- 5.2. RESOLUTION# 2022-010-EH: Kurtzman Variance for CEUs.** Steve Kurtzman is requesting a variance from OAC 3701-29-03(C)(5) to use the CEU's earned in 2022 toward his 2022 his sewage registration. As of February 16, 2022, he has completed the total number of hours needed for his 2022 registration. Mr. Kurtzman is aware that he must still earn the additional required number of CEUs in 2022 needed to renew his registration for 2023.

Motion by: _____ Second by: _____

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

- 5.3. RESOLUTION# 2022-011-EH: Book Variance for Under Driveway Line.** Rebecca and Sean Book are requesting a variance from OAC 3701-29-06 (G)(3)(a) to allow them to pass their septic line under their driveway. This property is located at 2330 County Road 24, Cardington, Ohio 43315. Their septic designer has determined that this will allow for the best placement of their septic system.

Motion by: _____ Second by: _____

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

- 5.4. RESOLUTION# 2022-012-ADM: Employee Leave Donation Policy.** This resolution is to adopt a policy allowing for staff members to donate sick leave to eligible employees in the event of a catastrophic illness or injury. Donations of leave would be only done on a volunteer basis.

Motion by: _____

Second by: _____

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

5.5. MOTION TO APPROVE: Amendment to Variance Policy. This motion is to amend the current Variance Policy to specify that a variance for contractor CEUs will only be granted one time for any contractor. Variances are tracked by MCHD, and a separate log will be maintained to ensure that each contractor is only granted a maximum of one CEU variance request. This issue had been previously discussed at the February BOH meeting.

Motion by: _____

Second by: _____

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

5.6. MOTION TO APPROVE: Pay Increases for the Environmental Health Specialist in Training Positions. The current salary schedule was last revised in 2018. As we work to bring the salaries to a rate more comparable to other local health district pay scales, we have found that the pay rate for these positions is well below the current average. This motion is to set the starting pay rate for EHSITs at \$xx.xx per hour, and to adjust the current EHSIT staff's pay rate to reflect the new rate. This would have Michaela Byler and Daniel Huddleston both at \$xx.xx per hour, and Victoria Miller at \$xx.xx per hour. *(I will have the official numbers by the meeting. Just wanted to give you a heads up that I am planning to have it on the agenda)*

Motion by: _____

Second by: _____

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

5.7. MOTION TO APPROVE: Contract for Nurse Practitioner Services. This contract is between the BOH and Tracie Bakewell, NP for the provision of nurse practitioner services for the Reproductive Health and Wellness Program. This contract is a renewal of the current contract with no changes to the terms. It will expire on March 31, 2023.

Motion by: _____

Second by: _____

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

5.8. MOTION TO APPROVE: Contract for Agency Website Design and Maintenance.

This contract is between the BOH and Revize Websites for the complete overhaul of MCHD’s website, and the annual maintenance of the new website.

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

- 6.1.1. STS Abandonment Report
- 6.1.2. EH Program Report

6.2. Nursing and Community Health Division

Morgan Kocher

- 6.2.1. Communicable Disease Report
- 6.2.2. Nursing Program Report

6.3. Health Commissioner

Stephanie Bragg

- 6.3.1. Agency Updates/Information
 - Annual Report
 - Upcoming agency projects –revised salary schedule and position descriptions, strategic plan

7.0 MEETING ADJOURNMENT

The next regular Board of Health meeting will be held **Monday, April 18, 2022 at 6:00 pm.** The 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.

Motion by: _____ Second by: _____

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

This meeting adjourned at _____ p.m.