



BOARD OF HEALTH MEETING

AGENDA
May 16, 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: April 18, 2022 Meeting Minutes.

Motion by: _____ Second by: _____

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

2.2. MOTION TO APPROVE: May 16, 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 BOARD OF HEALTH HEARING

3.1. BOH Hearing - La Cabanita Restaurant. La Cabanita is located at 47 South Main St., Mt. Gilead, Ohio 43338. Managers Miguel and Cecilia Llamas are to be in attendance this evening. According to the MCHD Food Program Enforcement Policy, food facilities found to have repeated critical violations are entered into the Enhanced Enforcement Program. In this program, if critical violations persist, progressive Board of Health action regarding the facility’s license will take place. On February 14, 2022, a Board hearing was conducted for La Cabanita Restaurant, and the Board took action by requiring a one (1) day closure of the facility and a second administrative conference to develop an action plan for correction of the ongoing issues.

Although the facility was closed for a day, an administrative conference with action plan development was conducted, critical violations have persisted during follow up inspections. See the attached report included in the BOH packet for more specific details.

3.1.1. RESOLUTION# 2022-016-EH: Board Action Regarding La Cabanita Restaurant.

Motion by: _____ Second by: _____

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

3.2. BOH Hearing – Highland Pizza and Ice Cream. Highland Pizza and Ice Cream is located at 6530 State Route 229, Sparta, Ohio 43350. The owner, Kenneth Stuff, is to be in attendance this evening. According to the MCHD Food Program Enforcement Policy, food facilities found to have repeated critical violations are entered into the Enhanced Enforcement Program. In this program, if critical violations persist, progressive Board of Health action regarding the facility’s license will take place. On January 10, 2022, a Board hearing was conducted for Highland Pizza and Ice Cream, and the Board took action by requiring a two and one-half (2.5) day closure of the facility. After this closure, an inspection was conducted, and it was determined that the facility was able to reopen for business.

The facility was closed for 2.5 days, and had corrected the critical issues upon reinspection; however, subsequent inspections have revealed that the critical violations are occurring again. See the attached report included in the BOH packet for more specific details.

3.2.1. RESOLUTION# 2022-017-EH: Board Action Regarding Highland Pizza and Ice Cream.

Motion by: _____ Second by: _____

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

4.0 PUBLIC PARTICIPATION

4.1. As of **May 12, 2022, No One** has requested to address the Board at this meeting.

5.0 FINANCIALS

5.1. MOTION TO: Adjust Appropriations in Fund 8548: OEPA Sewage Grant, and Fund 8577: Vaccine Needs Assessment. This will transfer the balance of \$1.00 from Fund 8548, and \$0.05 from Fund 8577, which will close both funds out.

Motion by: _____ Second by: _____

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

5.2. MOTION TO: Increase Appropriations in Fund 8578: Vaccine Equity Supplement. Appropriations need to be increased in the following line items:

- OPERS Employer Share - \$1,666.46
- Health District Reimbursement - \$46,426.84

Motion by: _____ Second by: _____

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

5.3. MOTION TO: Increase Appropriations in Fund 8574: Coronavirus Response. Appropriations need to be increased in the following line items:

- IT Professional Services - \$11,640.00
- Computers/Equipment/Furniture - \$23,713.75
- Transfer Out - \$1,413.15

Motion by: _____ Second by: _____

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

5.4. MOTION TO: Increase Appropriations in Fund 8576: COVID-19 Contact Tracing. Appropriations need to be increased in the following line item:

- Health District Reimbursement - \$4,112.69

Motion by: _____ Second by: _____

Voting Record			
Martha Mooney		---	

Shad Gallogly		Holly Trainer	
David Zaghlool		Megan Rockas	

5.5. MOTION TO: Approve Monthly Financials as Presented.

Motion by: _____ Second by: _____

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

6.0 ACTION ITEMS

6.1. RESOLUTION# 2022-018-EH: Fowble Variance for Under Driveway Line. Helen Fowble is requesting a variance from OAC 3701-29-06 (G)(3)(a) to allow her to pass her septic line under her driveway. This property is located at 3099 US Highway 42, Cardington, Ohio 43315. Her septic designer has determined that this will allow for the best placement of her septic system.

Motion by: _____ Second by: _____

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

6.2. RESOLUTION# 2022-019-EH: Hack Variance for Under Driveway Line. Jessica Hack is requesting a variance from OAC 3701-29-06 (G)(3)(a) to allow her to pass her septic line under her driveway. This property is located at 1478 County Road 219, Marengo, Ohio 43338. Her septic designer has determined that this will allow for the best placement of her septic system.

Motion by: _____ Second by: _____

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

6.3. RESOLUTION# 2022-020-EH: Smith Variance for Under Driveway Line. John and Tori Smith 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 3697 Township Road 115, Mount Gilead, Ohio 43338. 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	

6.4. MOTION TO APPROVE: Daniel Huddleston Leave of Absence. Mr. Huddleston has requested a leave of absence to allow for recovery following a medical procedure. At this time, his healthcare provider estimates that he will be off work for a period of 4-6 weeks. Due to the length of time that he is required to be off work, he will exhaust his accrued leave to cover his absence. This motion will allow Mr. Huddleston to continue to be on medically required leave without pay after his accrued leave banks are exhausted.

Motion by: _____

Second by: _____

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

6.5. MOTION TO APPROVE: Hiring of Justine Lester as a Temporary Administrative Assistant. This position was created under the Public Health Workforce Grant. We have conducted interviews for this position, and feel that Ms. Lester will be a good fit for the agency. She holds an Associate’s Degree in Drafting Design, and meets the required skills and qualifications listed for this position. Ms. Lester will be paid \$16.00 per hour to start, and will begin her employment with MCHD on May 23, 2022.

Motion by: _____

Second by: _____

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

6.6. MOTION TO APPROVE: Hiring of XXXX as a Health Educator. This position was created under the Public Health Workforce Grant. We have conducted interviews for this position, and feel that XXX will be a good fit for the agency. XXX holds a XXXX Degree in XXXX, and meets the required skills and qualifications listed for this position. XXXX will be paid \$21.00 per hour to start, and will begin employment with MCHD on XXXX, 2022. *We have one more interview to conduct on Monday am. We will have a candidate to present for hiring by the Board meeting.*

Motion by: _____

Second by: _____

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

7.0 INFORMATION ITEMS AND COMMENTS – REFER TO ATTACHMENTS

7.1. Environmental Health Division

Stephanie Zmuda

7.1.1. STS Abandonment Report

7.1.2. EH Program Report

7.2. Nursing and Community Health Division

Morgan Kocher

7.2.1. Communicable Disease Report

7.2.2. Nursing Program Report

7.3. Health Commissioner

Stephanie Bragg

7.3.1. Agency Updates/Information

- Strategic planning – working on revising vision, mission, and values statements. Conducting internal and external assessments in various areas to gather data for developing updated strategic priorities and plan of action
- CHA cycle to begin again this year. Researching options for completion.
- Work on ACAR continues

8.0 MEETING ADJOURNMENT

The next regular Board of Health meeting will be held **Monday, June 20, 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.