



Public Health
Prevent. Promote. Protect.

Board of Health Sidney-Shelby County

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Health Commissioner

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202 W. Poplar Street, Sidney, OH 45365

BOARD OF HEALTH MEETING

November 16, 2022

7:00 PM

Reminder In-person location: All Board Members and Concerned Citizens of Shelby County
City Administration Building, 201 W. Poplar St., Sidney, Ohio 45365
Please use the Corner Entrance door for this meeting

PUBLIC PARTICIPATION (Public request submitted to speak to BOH to be received by 10.13.2022 by 12N)
Reference: 2022 Public Participation Policy

BOH AGENDA

1. **CALL TO ORDER / ROLL CALL:** **TIME:** _____ **PM**
 Aaron M. Sargeant, DVM, PhD (AS) _____ Bill Ankney (BA) _____
 Ted Holthaus, MBA, PAS (TH) _____ Luke Snider (LS)
Matthew S. Vasko, MD (MV) _____
PUBLIC

2. **REVIEW AND APPROVE AGENDA** (11.16.2022) Any Changes YES NO
 1st _____ 2nd _____ Motion Passed YES NO
Questions or Comments

3. **PUBLIC HEARING FOR THE FOOD SAFETY PROGRAM – 2ND READING: RESOLUTION 22-4, “FOOD SAFETY PROGRAM FEES”**
 The Board of Health of the Sidney-Shelby County Health Department, pursuant to Ohio Revised Code Section 3709.09, may establish a uniform system of fees to pay the cost of any service provided by the Board.
Motion to Accept and Approve Second Reading of the Food Program Fee Changes
 1st _____ 2nd _____ Motion Passed YES NO
Questions or Comments

- IV. **APPROVE BOH MEETING MINUTES** (September 21, 2022): Any Changes YES NO
 1st _____ 2nd _____ Motion Passed YES NO
Questions or Comments

- V. **FINANCIAL REPORTS:**
 - A. **October 2022 Pay-In Totals** Total equals \$156,732.25
Motion to Accept and Approve Fund Report as Provided: Motion Passed YES NO
 1st _____ 2nd _____
Questions or Comments
 - Total Year Balance = \$2,214,757.22
 - October 2022 Pay-In = \$156,232.25
 - September 2022 Pay-In = \$163,850.62
 - August 2022 Pay-In = \$407,606.66
 - Carry-Over from 2021 = \$840,660.03

 - B. **2022 Actual YTD Revenue** (10.31.2022) **After Advances** (Column-B) Total equals \$ 2,214,757.22
Motion to Accept and Approve Fund Report as Provided: Motion Passed YES NO
 1st _____ 2nd _____
Questions or Comments

 - C. **2022 Actual YTD Expenses** (10.31.2022) **After Advances** (Column-I) Total equals \$ 2,167,183.33
Motion to Accept and Approve Fund Report as Provided: Motion Passed YES NO
 1st _____ 2nd _____
Questions or Comments

D. 2022 Vouchers Paid (October 13, 2022 To November 09, 2022)

Total equals **\$ 53,760.72**
 Motion Passed YES NO

Motion to Accept and Approve Payment(s) as Provided:

1st _____ 2nd _____
 Questions or Comments

E. HEALTH – (11.03.2022) Increase Appropriations in 9004-41036-54040 OTHER SUPPLIES - MEDICAL by \$25,500.00

($\$125,000 + \$25,000.00 = \$150,000.00$)

Motion to Accept-Approve Increase Appropriations per Auditor's Letter (11.03.2022)

1st _____ 2nd _____ Motion Passed YES NO
 Questions or Comments

F. PAINTING INVOICE - (11.02.2022) Pay Building Maintenance, Ronnie E. Phillips, for services provided = \$1,325.00

Motion to Accept-Approve Payment for Maintenance Services

1st _____ 2nd _____ Motion Passed YES NO
 Questions or Comments

VI. ENVIRONMENTAL HEALTH REPORT

KENT TOPP – EH DIRECTOR

A. Food Safety Program – Second Reading: Resolution 22-4, “Food Safety Program Fees”

Moved to beginning of Board of Health agenda – Page 1

B. FYI - 2023 Spring Solid Waste Clean-Up

Motion to Accept and Approve Up-to-\$4,000.00 for this project

1st _____ 2nd _____ Motion Passed YES NO
 Questions or Comments

C. FYI – Mosquito Control Grant Closeout Report submitted 10.26.2022

Questions or Comments

D. FYI - 2022 Shelby County Tire Recycling Day Flyer (November 16, 2022 Between 8:00 AM -1:00 PM)

Questions or Comments

E. FYI – OEPA Letter - RE: Shelby County Landfill (11.07.2022)

Questions or Comments

VII. PUBLIC HEALTH NURSING REPORT– ERICA LENTZ - DIRECTOR OF NURSING/DEPUTY HEALTH COMMISSIONER

A. November 2022 - Nursing Division Report

B. Communicable Disease Report – Not Available from Epi – will provide when received

C. Influenza Season (West Central Ohio) Report

D. FYI – CDC Health Advisory – *Increased Respiratory Virus Activity, Especially Among Children*

VIII. HUMAN RESOURCES UPDATE – TIA TONER – HUMAN RESOURCES MANAGER

A. Section 4 – Personnel Policy and Procedure Manual

Any Changes YES NO
 Motion Passed YES NO

1st _____ 2nd _____
 Questions or Comments

IX. MONTHLY UPDATE(S) - HEALTH COMMISSIONER UPDATES – PAMELA RIGGS

A. FYI:

- New Employee Training (Union County Health Department, 940 London Ave #1100, Marysville, Ohio)
- Finance Training – AOHC (11.29 – 11.30.2022) (Kim DeLoye, Finance and I – attending training)
- BEAM (Building Expertise in Administration and Management)
- Physician Reception – 11.10.2022 – Shelby Oaks Golf Club - 6:00 PM
- Shelby County Trustees and Clerks Association Dinner (11.17.2022)
- Painting – 4 Clinic Rooms Completed
- Food Drive
- Shelby County Elected Officials Contact Information
- On the Monday (November 21, 2022) before Thanksgiving, APHA, Research!America and leading public health organizations take time to recognize public health professionals who work tirelessly every day to protect the health of all people and all communities. (<https://www.apha.org/What-is-Public-Health/thank-you>)
- 2023 Health Insurance Updates - Shelby County Board of County Commissioners (10.20.2022) *Increase in Employer Costs*

X. EXECUTIVE SESSION: <https://codes.ohio.gov/ohio-administrative-code/rule-3358:17-1-04.2>

Reminder: There are six (6) valid reasons for holding an executive session. The vote to go into executive sessions must be a roll call vote and the vote coming out must also be a roll call vote. (ORC Section 121.22 Public Meetings) – See page 3 - *Provide Names of additional persons that may be asked to participate in Executive Session*

To Enter Into Executive Session

The appointment, employment, dismissal, discipline, promotion, demotion or compensation of an employee or official, or the investigation of charges or complaints against an employee, official, licensee or student, unless the employee, official, licensee or student requests a public hearing;

1st _____ 2nd _____

TIME: _____ PM

Motion Passed YES NO

| NAME | AYE | NAY |
|-------------------------------|-----|-----|
| Aaron Sargeant - President | | |
| Ted Holthaus - Vice President | | |
| Bill Ankney | | |
| Luke Snider | | |
| Matthew S. Vasko, MD | | |

To Enter Into Regular Session (Leave Executive Session):

1st _____ 2nd _____

TIME: _____

PM

Motion Passed YES NO

| NAME | AYE | NAY |
|-------------------------------|-----|-----|
| Aaron Sargeant - President | | |
| Ted Holthaus - Vice President | | |
| Bill Ankney | | |
| Luke Snider | | |
| Matthew S. Vasko, MD | | |

XII. ADJOURNMENT:

Motion to Adjourn – November 16, 2022 Meeting

1st _____ 2nd _____

TIME: _____

PM

Motion Passed YES NO

REMINDER: Next Board of Health Meeting – November 16, 2022 at 7:00 p.m.

LOCATION: Sidney City Building
201 W. Poplar St.
Sidney, Ohio 45365

Future Board of Health Meetings:

December 21, 2022
January 18, 2023

Reminder: Board of Health Training – 2.0 Continuing Education Credits required annually (December 31, 2022)

*If you have any credits from 2021 and/or 2022 – Please Turn In
Time to start collecting credits for 2022*

