



Public Health
Prevent. Promote. Protect.

Board of Health Sidney-Shelby County

202 W. Poplar Street, Sidney, OH 45365

Pamela R. Riggs, MPH
Health Commissioner

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BOARD OF HEALTH MEETING

December 21, 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 no later than 12.16.2022 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 (12.21.2022) AGENDA | Any Changes | YES NO |
| 1 st _____ 2 nd _____ | Motion Passed | YES NO |
| <i>Questions or Comments</i> | | |
| IV. APPROVE BOH (11.16.2022) MEETING MINUTES: | Any Changes | YES NO |
| 1 st _____ 2 nd _____ | Motion Passed | YES NO |
| V. FINANCIAL REPORTS: | | |
| A. November 2022 Pay-In Totals | Total equals | <u>\$128,037.47</u> |
| <i>Motion to Accept and Approve Fund Report as Provided:</i> | Motion Passed | YES NO |
| 1 st _____ 2 nd _____ | | |
| B. 2022 Actual YTD Revenue (11.30.2022) After Advances (Column-B) | Total equals | <u>\$ 2,416,791.69</u> |
| <i>Motion to Accept and Approve Fund Report as Provided:</i> | Motion Passed | YES NO |
| 1 st _____ 2 nd _____ | | |
| C. 2022 Actual YTD Expenses (11.30.2022) After Advances (Column-I) | Total equals | <u>\$ 2,432,283.77</u> |
| <i>Motion to Accept and Approve Fund Report as Provided:</i> | Motion Passed | YES NO |
| 1 st _____ 2 nd _____ | | |
| D. 2022 Vouchers Paid (October 13, 2022 To November 09, 2022) | Total equals | <u>\$ 41,239.38</u> |
| <i>Motion to Accept and Approve Payment(s) as Provided:</i> | Motion Passed | YES NO |
| 1 st _____ 2 nd _____ | | |
| E. WIC – Increase Appropriations in 9083-41096-51301 – Health Insurance by <u>\$4,452.52</u> (\$26,000.00 + \$4,452.52 = \$30,452.52) | | |
| <i>Motion to Accept-Approve Increase Appropriations per Auditor's Letter (11.29.2022)</i> | Motion Passed | YES NO |
| 1 st _____ 2 nd _____ | | |
| F. HEALTH – Increase Appropriations in 9004-41036-53098 – Contractual Reimbursement by <u>\$3,000.00</u> (\$70,000.00 + \$3,000.00 = \$73,000.00) | | |
| <i>Motion to Accept-Approve Increase Appropriations per Auditor's Letter (11.29.2022)</i> | Motion Passed | YES NO |
| 1 st _____ 2 nd _____ | | |

G. HEALTH – Increase Appropriations in 9004-41036-50002 – Salaries – Employees by \$20,000.00 (\$850,000.00 + \$20,000.00 = \$870,000.00)

Motion to Accept-Approve Increase Appropriations per Auditor’s Letter (12.06.2022)

1st _____ 2nd _____ Motion Passed YES NO

H. WATER – Increase Appropriations in 9054-41072-52660 – Fees – Water Testing by \$600.00 (\$4,500.00 + \$600.00 = \$5,100.00)

Motion to Accept-Approve Increase Appropriations per Auditor’s Letter (12.06.2022)

1st _____ 2nd _____ Motion Passed YES NO

I. PRELIMINARY 2023 BUDGET – Discussion

VI. ENVIRONMENTAL HEALTH REPORT

KENT TOPP – EH DIRECTOR

Food Safety Program – Third and Final Reading: Resolution 22-4, “Food Safety Program Fees”

Motion to Adopt Resolution 22-4 - Food Program Fee Changes

1st _____ 2nd _____ Motion Passed YES NO

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

A. Nursing Division Report (December 2022)

B. Infectious Disease Report (November 2022)

C. Influenza Season (Montgomery County and West Central Ohio) Report

D. Health Alert – Measles Cases in Ohio: Recommendations for Identification and Prevention

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

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

- Shelby County Trustees and Clerks Association Dinner (11.17.2022)
- Finance Training – AOHC (11.29 – 11.30.2022) (Kim DeLoye, Finance and I – attending training)
- SW AOHC Health Commissioner’s Meeting
- Christmas Party – Thursday 12.15.2022 (7:30 AM – 9:00 AM)

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

TIME: _____ PM

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 _____ 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):

TIME: _____

PM

1st _____ 2nd _____ 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 – December 21, 2022 Meeting

TIME: _____

PM

1st _____ 2nd _____ Motion Passed YES NO

REMINDER: Next Board of Health Meeting – January 18, 2023 at 7:00 p.m.
 LOCATION: Sidney City Building
 201 W. Poplar St.
 Sidney, Ohio 45365

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*

