

Ashland County-City Boards of Health Meeting Minutes
1763 State Route 60, Ashland, Ohio 44805
June 13, 2017

The Ashland County-City Boards of Health Meeting was called to order by Stan Kopp at 7:01pm.

Those present:

County Board:	Jeff Hardman Dr. David Tomchak Ron Puglisi Dr. Rebecca Cawrse Stan Kopp
City Board:	Mayor Duane Fishpaw Dr. William Latham Michael Dorr
Staff:	Sarah Goodwill Humphrey, Health Commissioner Gayle Lantz, Registrar/Administrative Assistant Ray Herbst, Director of Emergency Preparedness Shirley Bixby, Director of Nursing
Guests:	Mike Buettner, TG Reporter

1. Approval of Minutes:

The minutes of the regular meeting held on May 9th, 2017 were reviewed by the City and County Board members.

Motion to approve the minutes was made for the City by Dr. Latham and seconded by Mayor Fishpaw. Motion carried.

Motion to approve the minutes was made for the County by Dr. Tomchak and seconded by Ron Puglisi. Motion carried.

2. Approval of Expenses:

Motion to approve the City Expenses/Food Protection was made for the City by Michael Dorr and seconded by Mayor Fishpaw. Motion carried.

Motion to approve the County Expenses/Food Protection/PHEP was made for the County by Dr. Tomchak and seconded by Ron Puglisi. Motion carried.

3. Division Reports:

Health Commissioner Goodwill Humphrey reported her monthly activities to the Boards of Health:

- A.L.I.C.E training June 14th from 8am-10am for staff members. Offices will be closed for that meeting.
- CE Harris Audit will take place the week of June 12th for the FYs of 2015 & 2016.
- Exit Interview with Lara Becker from ODH Food Survey- May 2nd
- United Way Family Fun Day at Ashland County Fair Grounds-May 6th
- Nursing Division Staff meeting –May 8th
- Health & Wellness TAG meeting- May 11th
- AOHC Spring conference in Worthington- May 15th-17th
- Ohio EPA Mosquito Control Grant Presentation, Columbus, Ohio- May 17th
- Assoc of Ohio Health Commissioner-Central Region Mtg- May 17th
- Attended Ashland County Commissioner's meeting-May 18th
- Meeting with Wayne County Health Dept in regards to Accreditation/ Services-May 24th
- Submitted OSU College of Public Health Technical Assistance Grant for Accreditation
- Finalizing FY 2017 PHEP Grant Expenditures- June 30th deadline

Regular Monthly Meetings Attended:

- FCFC-Full council, executive, Planning and Transition AD hoc
- Accreditation Team and Domain Meetings-Fridays
- Weekly ODH/LHD calls: Every Wednesday at 11am
- Monthly Management Team Meeting-Last Wednesday of each month @8:30am
- All Staff Meetings held once every other month-next mtg- June 14th-ALICE training
- One on one meetings with Division Directors

Upcoming events:

- Sarah on Vacation from June 19th-28th
- Charles Harris Audit for years 2015-16: Submission week of June 12th due June 30th

General Board Information:

- County Policy Change: Permission for concealed handgun licensees to carry concealed handguns on certain county property, include the Ashland County Service Center, 1763 State Route 60, Ashland, Ohio 44805.

Emergency Preparedness Director, Ray Herbst, reported to the Boards that he has 4 plans that will need updated this evening. He reports that the Staff Call Down list has been updated to the latest staff configuration. Herbst reported that Drug Mart has declined to renew their Memorandum of Understanding (MOU) with the ACCHD and Charles River has elected to not continue as a Closed Point of Dispensing. Herbst also reported that the Rape Crisis has been awarded the grants that they had applied for.

Pat Donaldson, Director of Environmental Health, was unavailable to give her report due to sickness.

Shirley Bixby, Director of Nursing reported that the Ashland County City Health Department (ACCHD) has received baby car seats to provide to families in need of them. Mrs. Bixby also reported that the Community Baby Shower will be held Thursday June 15, 2017 for new and expectant mothers. The shower will include information on Sudden Infant Death Syndrome (SIDS), will promote the Baby Box for those that participate, and will include sponsors from other agencies supplying various information to the new mothers. Bixby announced that there will be two Amish Health and Safety Days; Tri County will be September 5th and the Ashland Health and Safety Day will be August 15th.

4. Old Business:

There was no old business to address.

5. New Business:

A. ODH Contract: Tobacco Enforcement Smoke Free Investigation

Motion was made for the City to Approve the Tobacco Enforcement Smoke Free Investigation Ohio Department of Health Contract by Mayor Fishpaw and seconded by Dr. Latham. Motion carried.

Motion was made for the County to Approve the Tobacco Enforcement Smoke Free Investigation Ohio Department of Health Contract by Dr. Cawrse and seconded by Dr. Tomchak. Motion carried.

B. Revision of Personnel Policy-Section 3.05C

Motion was made for the City by Mayor Fishpaw and seconded by Dr. Latham to remove Section 3.05C from the Personnel Policy. Motion carried.

Motion was made for the County by Dr. Tomchak and seconded by Jeff Hardman to remove Section 3.05C from the Personnel Policy. Motion carried.

C. Motion to Accept Proposed 2018 County Budgets :

Motion was made for the County to accept the proposed 2018 General Fund, Food, and PHEP budgets by Dr. Cawrse and seconded by Dr. Tomchak. Motion carried.

D. Motion to Approve the following Public Health Emergency Plans:

- 1. The ACCHD Emergency Response Plan**
- 2. The ACCHD Strategic National Stockpile (SNS) Countermeasure Preparedness & Action Plan**
- 3. The ACCHD with North East Central Ohio (NECO) Functional Exercise 2017 After-Action Report and Improvement Plan**

Motion was made to approve the above plans for the City by Dr. Latham and seconded by Mayor Fishpaw. Motion carried.

Motion was made to approve the above plans for the County by Dr. Cawrse and seconded by Dr. Tomchak. Motion carried.

6. Personal Privileges:

Being a fairly new City Board Member, Michael Dorr requested that reports include full names of agencies and programs instead of acronyms for easier understanding.

7. Next Meeting:

The next Ashland County-City Boards of Health Meeting will be July 11, 2017 at 7:00 pm at 1763 State Route 60, Ashland, Ohio 44805

8. Executive Session pursuant to ORC 121.22 (G)(1)- Employment, Dismissal, Compensation of A Public Employee:

Motion was made for the County to Enter Executive Session by Dr. Tomchak and seconded by Dr. Cawrse.

Roll Call:	Jeff Hardman	Yes
	Dr. David Tomchak	Yes
	Ron Puglisi	Yes
	Dr. Rebecca Cawrse	Yes
	Stan Kopp	Yes

Motion carried.

Motion was made for the City to Enter Executive Session by Mayor Fishpaw and seconded by Dr. Latham.

Roll Call:	Mayor Duane Fishpaw	Yes
	Dr. William Latham	Yes
	Michael Dorr	Yes

Motion carried.

Motion was made for the County to Exit Executive Session by Dr. Cawrse and seconded by Dr. Tomchak.

Roll Call:	Jeff Hardman	Yes
	Dr. David Tomchak	Yes
	Ron Puglisi	Yes
	Dr. Rebecca Cawrse	Yes
	Stan Kopp	Yes

Motion carried.

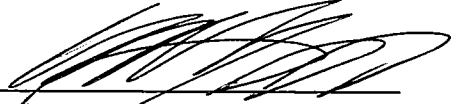
Motion was made for the City to Exit Executive Session by Dr. Latham and seconded by Mayor Fishpaw.

Roll Call:	Mayor Duane Fishpaw	Yes
	Dr. William Latham	Yes
	Michael Dorr	Yes

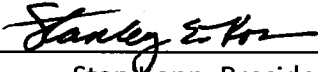
Motion carried.

9. Adjournment:

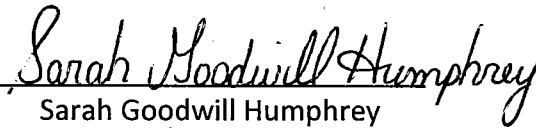
Meeting adjourned at 8:08 pm.



Dr. William Latham, President Pro-Tem
Ashland City Board



Stan Kopp, President
Ashland County Board



Sarah Goodwill Humphrey
Health Commissioner