

Ashland County-City Board of Health
Meeting Agenda
Tuesday March 14th@ 7:00 P.M.
1763 State Route 60 Ashland, Ohio 44805

Call To Order: Ashland City Board of Health

1. Approval of February 2017 Minutes

- A. City
- B. County

2. Approval of February 2017 Expenses

- A. City: General
- B. County: General/ Food Protection/PHEP

3. Division Reports

- A. Health Commissioner
- B. Emergency Preparedness
- C. Environmental Health
- D. Nursing

4. Old Business

5. New Business

- A. City: Motion to elect President Pro Tem
- B. Review of the 2016 Annual Report
- C. Consideration for Approval of the following PHEP plans:
 - a. ACCHD Policy to ensure that After Action Reports (AAR) and Improvement Plan (IP) documents are communicated with stakeholders
 - b. ACCHD Multi-Purpose Demobilization Plan
 - c. ACCHD Responder Health and Safety Plan
 - d. ACCHD Uniform Adverse Event Data Set for Extended Care Facility or Hospital
 - e. ACCHD Ashland County West Holmes Career Center Opening and Closing Checklist for Use as the Prime Alternate Care Site
 - f. ACCHD Policy to ensure public health emergency preparedness minimum training standards are met by ACCHD Staff.
 - g. The ACCHD After-Action Report and Improvement Plan for the Norovirus G2 Outbreak 2016.
- D. Consideration for Approval: Branding Plan

6. For the Good of the Department

7. Personal Privileges

8. Adjourn --- Next Meeting: Tuesday, April 11, 2017 @ 7:00 pm

Ashland County-City Boards of Health Meeting Minutes
1763 State Route 60, Ashland, Ohio 44805
February 14, 2017

The Ashland County-City Boards of Health Meeting was called to order by Stan Kopp at 7:00pm.

Those present:	County Board:	Stan Kopp Jeff Hardman Dr. David Tomchak Ron Puglisi Dr. Rebecca Cawrse
	City Board:	Mayor Duane Fishpaw Dr. William Latham Michael Dorr
	Staff:	Sarah Goodwill Humphrey, Health Commissioner Pat Donaldson, Environmental Health Director Gayle Lantz, Registrar/Administrative Assistant
	Guests:	Mike Buettner, TG Reporter

1. Approval of Minutes:

The minutes of the regular meeting held on January 10, 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 Dr. Latham. Motion carried.

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

3. Division Reports:

Health Commissioner, Sarah Goodwill Humphrey reported to the Boards that the month of January was a busy, yet productive month. She attended Mayor Stewart's Retirement Reception, completed the City Health Dept. and County General Health District 2016 annual reports and submitted them to ODH. She also completed the Ashland County General Health District 2016 Combined Statement of Receipts, Disbursements, and Changes in Fund Balances and Notes to the Report and submitted to the Ohio Auditor of State. She has scheduled the Child Fatality Review Board meeting for February 15th and the District Advisory Council is slated for March 23rd at 7pm. The Health Commissioner also attended the following meetings in January:

- FCFC-Full Council, Executive, Planning , and Transition Ad hoc
- Accreditation Team and Domain Meetings
- Weekly ODH/LD calls
- Monthly Management Team Meetings

Pat Donaldson, Director of Environmental Health, informed the Boards that she and ODH Representative, Eric Roberts, conducted a pool survey. Mr. Roberts reported that things "looked good", but the division will receive official results soon. She also reported that Level II Food Safety Courses are still being run at the Service Center and they are looking into providing the Level I courses in the future.

4. Old Business:

There was no old business to address.

5. New Business:

A. Resignation of Leslie Sexton, EH Clerk:

Health Commissioner Goodwill Humphrey advised the Boards that Leslie Sexton will be leaving her position of Environmental Health Clerk effective February 17, 2017.

B. Receipt and Deposit Approval:

Health Commissioner Goodwill Humphrey submitted a request to the Boards to allow the ACCHD to submit deposits when \$750 or greater in no more than three business days as stated in state law guidelines. The Boards agreed.

C. Credit Card –Ashland County General Health District:

Motion was made to obtain for general purpose two (2) credit cards for the County with a credit limit not to exceed \$1000 by Jeff Hardman and seconded by Dr. Cawrse. Motion carried.

D. Ebolavirus and Other Special Pathogens Response Plan:

Motion was made to accept the Ebolavirus and Other Special Pathogens Response Plan for the City by Michael Dorr and seconded by Dr. Latham. Motion carried.

Motion was made to accept the Ebolavirus and Other Special Pathogens Response Plan for the County by Dr. Tomchak and seconded by Ron Puglisi. Motion carried.

E. Consideration of Condemnation of Homes in Violation of Board Orders:

Motion was made for the County to condemn the following Polk homes for Violation of Board of Health orders: 151 W. Congress St, 143 W Congress St, and 210 E. Congress St by Dr. Cawrse and seconded by Dr. Tomchak. Motion carried.

6. For the Good of the Department:

Health Commissioner Goodwill Humphrey recognized the ACCHD staff for their hard work and dedication.

7. Personal Privileges:

There were no personal privileges requested.

8. Executive Session:

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

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

Motion carried.

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

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

Motion carried.

Executive Session was entered at 7:45pm

Motion was made for the City to Leave Executive Session by Michael Dorr and seconded by Dr. Latham.

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

Motion carried.

Motion was made for the County to Leave Executive Session by Dr. Tomchak and seconded by Ron Puglisi.

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

Motion carried.

Regular Session Returned at 8:11pm

9. Motion to hire a Fulltime RS/SIT at the Discretion of the Health Commissioner:

Motion was made for the County to hire a Fulltime RS/SIT at the Discretion of the Health Commissioner by Dr. Tomchak and seconded by Ron Puglisi. Motion carried.

10. Motion to Authorize the Hiring of a PT Environmental Health Clerk at the Discretion of the Health Commissioner at a rate of \$9.00-\$11.00/hour with possible revision based on Candidate skills:

Motion to Authorize the Hiring of a PT Environmental Health Clerk at the Discretion of the Health Commissioner at a rate of \$9.00-\$11.00/hour with possible revision based on candidate skills was made for the County by Dr. Tomchak and seconded by Dr. Cawrse.

Motion carried.

11. Motion to Contract with the Ashland County General Health District for Services of the Environmental Health Clerk in Amount Equal to 50% of Wages and Benefit:

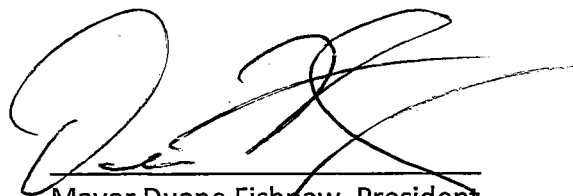
Motion to Contract with the Ashland County General Health District for Services of the Environmental Health Clerk in Amount Equal to 50% of Wages and Benefit was made for the City by Michael Dorr and seconded by Dr. Latham. Motion carried.

12. Next Meeting:


The next Ashland County-City Boards of Health Meeting will be March 14, 2017 at 7:00 pm at 1763 State Route 60, Ashland, Ohio 44805

13. Adjournment:

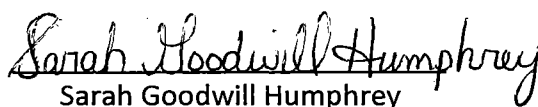
Meeting adjourned at 8:40 pm.



Mayor Duane Fishaw, President
Ashland City Board



Stan Kopp, President
Ashland County Board



Sarah Goodwill Humphrey
Health Commissioner