

**Ashland County-City Boards of Health Meeting Minutes**  
**Tuesday January 12, 2016**  
**1763 State Route 60, Ashland, Ohio 44805**

The Ashland County-City Board of Health Meeting was called to order at 7:00pm by Mike Huber.

Those present:	City Board:	Mayor Glen Stewart Mike Huber Larry Norris Dr. William Latham Charmaine Kaylor
	County Board:	Dr. David Tomchak Jeff Hardman Ron Puglisi Dr. Rebecca Cawrse
	Absent:	Stan Kopp Janice Fridline
	Staff:	Pat Donaldson, BS, RS Shirley Bixby, RN, BSN Ray Herbst, RS RHES Gayle Lantz, BS
	Guest:	Kristi Schweitzer, TG Reporter

**1. Election of 2016 City President Pro-tem:**

Motion was made for the City by Larry Norris to elect himself as 2016 City President Pro-tem.  
Motion was seconded by Dr. Latham. Motion carried.

At this time, Mr. Norris took over the Board of Health Meeting.

## **2. Approval of December 8, 2015 Board of Health Meeting Minutes:**

The December 8, 2015 meeting minutes were reviewed by the City and County Boards.

Motion to approve the December 8, 2015 meeting minutes was made for the City by Mayor Stewart and seconded by Dr. Latham. Motion carried.

Motion to approve the December 8, 2015 meeting minutes was made for the County by Dr. Tomchak and seconded by Ron Puglisi. Motion carried.

## **3. Approval of Expenses:**

Motion was made for the City to approve the City Expenses/Food Protection by Dr. Latham and seconded by Mike Huber. Motion carried.

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

## **4. Division Reports:**

Ray Herbst, Emergency Preparedness Director, reported that he and the MRC will be moving Beds and supplies to the Career Center, which is an alternate care facility, on January 29<sup>th</sup> and 30<sup>th</sup>. This will be a training session for any emergency that would require moving people to different locations in the event of a disaster.

Herbst also reported that January 20<sup>th</sup>, 2016 Karen and Steve Carroll will be conducting a count of County wide homeless. The event is called Homeless in Point.

Herbst additionally asked the Boards for signatures on Appendix C- Delegation of Authority Form and for a key to the Health Department outer door and storage closets. The Boards did not take action on either request.

Shirley Bixby, Director of Nursing, reported that the County Wellness Committee was sponsoring a program called Heart Smart Sisters. It will be meeting Tuesdays at 4:30pm. The program will count towards Stay Well Points that result in dollars being distributed directly to employees towards insurance costs.

Bixby also stated that the Family Fun Day will be May 7<sup>th</sup>, 2016 and will be held at the Ashland County Fair Grounds in conjunction with United Way's "Ring in Spring".

Pat Donaldson, Environmental Health Director, reported that the division held a sewage workshop in December. AJ Sturgis planned and organized the event which was approved by the State of Ohio as credit towards the six hours of schooling required for those in the sewage industry. Donaldson deemed the day a success with over 50 in attendance.

Donaldson also reported to the Boards that the Public Swimming Pool Survey representative was here from the state and we are in good shape. This happens once a year and the official report will be coming in February or March.

**5. Old Business:**

There was no old business at this time.

**6. New Business:**

**A. Amendment to Resolution 2015-07- Fee Change Adopt Change by Emergency Measure.**

Motion was made for the County to adopt the change to Amendment to Resolution 2015-07-Emergency Measure by Ron Puglisi and seconded by Dr. Cawrse.

Roll Call Vote:	Dr. Cawrse	Yes
	Jeff Hardman	Yes
	Stan Kopp	Absent
	Ron Puglisi	Yes
	Dr. Tomchak	Yes

Motion carried.

**B. PHEP Plan Review:**

No Action was taken.

**C. Accreditation Readiness Update:**

No Report was available.

**D. Naloxone Kits for Law Enforcement:**

No Action was taken.

**7. For the Good of The Department:**

No statements were given.

**8. Personal Privileges:**

No Personal Privileges were requested.

**9. Next Board of Health Meeting:**

The next Board of Health Meeting will be Tuesday, February 9, 2016 at 7pm at the Service Center.

County Board Member Stan Kopp arrived at the meeting at 7:30pm.

**10. Executive Session-to discuss matters related to public employees, officials, licensees, or regulated individuals:**

Motion was made by Mayor Stewart to enter Executive Session and was seconded by Mike Huber for the City.

Roll Call Vote:	Mayor Stewart	Yes
	Charmaine Kaylor	Yes
	Dr. Latham	Yes
	Mike Huber	Yes
	Larry Norris	Yes

Motion carried.

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

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

Motion carried.

Adjournment to Executive Session was at 7:39pm.

**11. Regular Session:**

Motion was made on the County side by Dr. Cawrse and seconded by Stan Kopp to reconvene to regular session.

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

Motion carried.

Motion was made on the City side by Mayor Stewart and seconded by Charmaine Kaylor to reconvene to regular session.

Roll Call Vote:	Mayor Stewart	Yes
	Charmaine Kaylor	Yes
	Dr. Latham	Yes
	Mike Huber	Yes
	Larry Norris	Yes

Motion carried.

Executive Session ended at 8:15pm.

**12. Adjournment:**

Meeting was adjourned at 8:16pm.

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David Tomchak, MD, President  
County Board of Health

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Mike Huber, President Pro Tem  
City Board of Health