

Franklin County Public Health  
**RECORD OF PROCEEDINGS**

Minutes of

Meeting

AUG 26 2019

Government Forms and Supplies (844) 224-3338 FORM NO. SHTROP11

Held

20

**Franklin County District Board of Health  
Minutes of the Board of Health  
Tuesday, July 9, 2019**

**Meeting Location:** Memorial Hall, Alpha Conference Room

**Call to Order:** Dr. Tom Rudge called the meeting to order at 8:00 a.m.

**Board Members Present:**

Tom Rudge, PhD  
Sally Morgan, RN  
Latisha Chastang, MNML

Joe Mazzola, Secretary

**Board Members Absent:**

Arthur James, MD, FACOG  
Roy Barnewall, DVM, PhD

**Staff Present:**

Mike Adair, CEH Healthy Homes Inspector  
Amber Breedlove, Communication Specialist  
Charlie Broschart, EH Division Manager  
Alex Evans, Epidemiologist  
Terri Ferguson, Admin. - HSP  
Alex Jones - AHC/Director of Prevention & Wellness  
Mitzi Kline, Director of Communication and Marketing  
Julie Litteral, Admin - Environmental Health  
Joe Mazzola, Health Commissioner  
Tricia Minnard, Payroll and HR Coordinator  
Kirsten Oliver, Epidemiologist - HSP  
Nathan Ralph, Water Quality Supervisor  
Jennifer Robinson, Director of Human Resources & Customer Service  
Theresa Seagraves, AHC/Director of HSP  
Debb Smith, Executive Assistant - Health Commissioner  
Miller Sullivan, MD, Medical Director  
Kelly Trabue, Epidemiologist - HSP  
John Wolf, Director of Finance and Operations

**Legal Counsel:**

Joseph R. Durham, Esq., Eastman & Smith, Ltd

**Guests & New Staff:**

Allison Meyer, Intern - FCPH

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## **Pledge of Allegiance**

Dr. Tom Rudge, led the Pledge of Allegiance.

## **Meeting Minutes:**

The minutes of the July 9, 2019 meeting were approved.

Ayes: All Nays: None – motion carried

## **Old Business:**

Resolution 19-061 (tabled) to amend the Franklin County Board of Health Personnel Policies (Employee Handbook) was moved for approval by Ms. Morgan with a second by Ms. Chastang. Ayes: All Nays: None – motion carried.

## **Recognitions:**

Cassandra Burns, Information Technology Supervisor, was recognized by Theresa Seagraves for one year of service.

## **New Business**

### **Hearings**

None.

### **Resolutions**

**Resolution 19-064** to approve monthly financial report and operating expenses, was moved for approval by Ms. Chastang with a second by Ms. Morgan. Ayes: All Nays: None – motion carried.

**Resolution 19-065** to authorize the Health Commissioner to issue the Board of Health Orders (1 sewage and 1 private water system), was approved upon a motion by Ms. Morgan with a second by Ms. Chastang. Ayes: All Nays: None – motion carried.

**Resolution 19-066** to authorize the Health Commissioner to sign a delegated authority provider agreement with the Ohio Department of Health for Lead Investigations (revenue of \$2,000.00), was moved for approval upon a motion by Ms. Chastang, with a second by Ms. Morgan. Ayes: All Nays: None – motion carried.

**Resolution 19-067** to authorize the Health Commissioner to enter into an agreement with Morrow County Health District to provide epidemiological services in Morrow County (revenue of \$1,500.00), was moved for approval upon

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a motion by Ms. Morgan with a second by Ms. Chastang. Ayes: All Nays: None – motion carried.

**Resolution 19-068** to authorize the Health Commissioner to enter into a contract with Columbus Public Health to provide immunization education and monitoring as part of the Ohio Department of Health Get Vaccinated Ohio Grant (revenue of \$99,646.55), was moved for approval upon a motion by Ms. Chastant with a second by Ms. Morgan. Ayes: All Nays: None – motion carried.

**Resolution 19-069** to authorize the Health Commissioner to pay salaries and expenses for the Mass Flu Clinic Staff, was moved for approval upon a motion by Ms. Morgan with a second by Ms. Chastang. Ayes: All Nays: None – motion carried.

**Resolution 19-070** to authorize the Health Commissioner to renew an agreement with Board of Health for Pickaway County Health District to provide Medical Reserve Corps Services (revenue of \$3,500.00), was moved for approval upon a motion by Ms. Morgan with a second by Ms. Chastang. Ayes: All Nays: None – motion carried.

**Resolution 19-071** to authorize the Health Commissioner to renew an agreement with OSERS Broad St., LLC, to lease parking spaces for the Franklin County Board of Health Fleet (expense of \$34,320.00), was moved for approval upon a motion by Ms. Morgan with a second by Ms. Chastang. Ayes: All Nays: None – motion carried.

**Resolution 19-072** to authorize the Health Commissioner to enter into a grant agreement with the Ohio Department of Health for the Integrated Naloxone Access Grant (revenue of \$30,000.00), was moved for approval upon a motion by Ms. Chastant with a second by Ms. Morgan. Ayes: All Nays: None – motion carried.

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**Resolution 19-073** to authorize the Health Commissioner to enter into contracts with the Ohio Department of Health for the Tobacco Use Prevention and Cessation Grant (revenue of \$60,000.00), was moved for approval by Ms. Morgan with a second by Ms. Chastang. Ayes: All Nays: None – motion carried.

**Resolution 19-074** to approve purchases for Franklin County Public Health, was moved for approval by Ms. Morgan with a second by Ms. Chastang. Ayes: All Nays: None – motion carried.

## Personnel Actions

Jennifer Robinson, Human Resources and Customer Service Director presented the following personnel actions for Board approval: Personnel actions were moved for approval upon a motion by Ms. Morgan with a second by Ms. Chastang. Ayes: All Nays: None – motion carried

<b>New Hires</b>	N/A	
<b>Current Job Openings</b>	Public Health Nurse (in preparation of PHN retirement)	Posted
<b>Resignations</b>	N/A	
<b>Retirement</b>	N/A	

## **Division & Office Reports:**

**Environmental Health Report** – Charlie Broschart, Environmental Health Manager (Attached)

**Prevention & Wellness Report** – Alex Jones, Assistant Health Commissioner (Attached)

**Health Systems & Planning Report** – Theresa Seagraves, Assistant Health Commissioner (Attached)

**Communication & Marketing** – Mitzi Kline, Director (Attached)

**Community Health Improvement Plan (CHIP)** – Joe Mazzola (Attached)

**Health Commissioner Report:** (Attached)

**Medical Director Report** – Dr. Miller Sullivan

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**Legal Counsel's Report – Joe Durham, Esq.**

**Adjourned regular meeting, 9:43 a.m.**

Respectfully submitted,

  
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Dr. Tom Rudge President

  
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Joe Mazzola, Secretary