



Miami County Public Health
Board of Health Meeting – November 15, 2018
Hobart Center for County Government – Room 225
510 West Water Street
Troy, Ohio

November 15, 2018

Meeting Minutes

1. **Introductions:** Heather Davis, Jim Sarver, Ruthann Cron, Dennis Propes, Jane Tomcisin, Michele Bowman, Deb French, Randy Mott, Joanna Pittenger, Gerry Tipton, Ted Ristoff, Pete Nims
Absent: Pam Ramey
2. **Next meeting** – December 20, 2018 at 9:00 a.m. A motion was made by Mrs. Pittenger to accept the date of the next Board of Health meeting as presented. The motion was seconded by Mr. Ristoff. All voted in favor.
3. **Additions to and adoption of agenda:** A motion was made by Mr. Sarver to accept the adoption of the agenda with the removal of the public hearing for environmental fee changes (item #4) and addition of an update on Klinger Rd. under "Old Business." Mrs. Pittenger seconded the motion. All voted in favor.
4. **Approval of Minutes:**
 - » **October 25, 2018:** Under "old business" the first bid amount of \$30,000 should have read \$3,000 and that the Health District is moving forward with the \$3,000 bid. Under "new business" the WPCLF section should read the grant will pay 50% of \$12,719. Mrs. Pittenger made a motion to approve the minutes as amended. Mr. Mott seconded the motion. All voted in favor except Mr. Ristoff and Dr. Nims who abstained due to not being present at the meeting.
 - » **September 27, 2018:** These were not approved at last meeting due to no quorum from those voting. Mrs. Davis made a motion to approve the minutes as presented. Mr. Sarver seconded the motion. All voted in favor except Mrs. Pittenger and Mr. Mott who abstained due to not being present at the meeting.
5. **Old Business - 9437 Klinger Rd. (Tomcisin):** Jane Tomcisin shared photos of the property. Lee's Hauling added and additional \$80 to the original bid for materials used to board up the property.
6. **New Business**
 - » **Resolution 2018-09-27-01 Amend Food Service/Food Establishment fees 2019, Third Reading (Tomcisin):** Resolution 2018-09-27-01 to approve changes in the



Miami County Public Health

Board of Health Meeting – November 15, 2018
Hobart Center for County Government – Room 225
510 West Water Street
Troy, Ohio

annual fees to pay for the Health District's portion of the Retail Food Establishment and Food Service Operation program. A motion was made by Mr. Ristoff and seconded by Mrs. Pittenger to approve the resolution. A roll call was taken and the resolution passed.

Mrs. Pittenger Yes Mr. Ristoff Yes Mr. Mott Yes Mrs. Davis Yes
Mrs. Cron Yes Mr. Sarver Yes Dr. Nims Yes

» **Resolution 2018-09-27-02 Amend Private Water System Fees, Third Reading**

(Tomcisin): Resolution 2018-09-27-02 to approve changes in the annual fees to pay for the Health District's portion of the Private Water System program. A motion was made by Mr. Mott and seconded by Dr. Nims to approve the resolution. A roll call was taken and the resolution passed.

Mrs. Pittenger Yes Mr. Ristoff Yes Mr. Mott Yes Mrs. Davis Yes
Mrs. Cron Yes Mr. Sarver Yes Dr. Nims Yes

» **Resolution 2018-11-15-01 To Grant A One-Time 2.5% Lump Sum COLA to**

Employees (Propes): Mr. Propes reported he previously met with the Personnel Committee and they agreed on a lump sum COLA this year to better control our salary structure and still give our employees something extra. Discussion session followed. A motion was made by Dr. Nims and seconded by Mr. Ristoff to approve the resolution. A roll call was taken and the resolution passed.

Mrs. Pittenger Yes Mr. Ristoff Yes Mr. Mott Yes Mrs. Davis Yes
Mrs. Cron Yes Mr. Sarver Yes Dr. Nims Yes

» **Resolution 2018-11-15-02 To authorize the Health Commissioner to enter into an agreement with FlexBank for the provision of Health Savings Account (HSA)**

insurance benefits for employees (Propes): Mr. Propes explained employees have a high deductible insurance plan. Previously when under the county's insurance, employees were offered an HSA and we are wanting to offer it again. FlexBank, who currently administers our HRA will provide the same services for the HSA. Both the Treasure and Auditor's office will be working with us on this. Mr. Propes requested \$500/year at \$125/quarter be approved to be contributed towards the



Miami County Public Health

Board of Health Meeting – November 15, 2018
Hobart Center for County Government – Room 225
510 West Water Street
Troy, Ohio

employee's HSA. This only applies to those enrolling in medical insurance through the Health District. Discussion session followed. A motion was made by Mr. Ristoff and seconded by Mr. Mott to approve the resolution. A roll call was taken and the resolution passed.

Mrs. Pittenger Yes Mr. Ristoff Yes Mr. Mott Yes Mrs. Davis Yes
Mrs. Cron Yes Mr. Sarver Yes Dr. Nims Yes

- » 2019 Budget Adjustments Approval (Propes): Some of the adjustments are due to changes in grants. The notice of awards ended up being more or less than thought. We budgeted for a 30% increase in insurance and it was 20%. Eleven percent of this increase is paying for the deficit from Ohio Insurance Services. We are working to transition off of our current plan after the deficit is paid. This year, we could have seen a 15% decrease in rates but would have had to pay penalty fees to get off of the current plan. Mrs. Pittenger made a motion to approve the budget adjustments as presented. Mrs. Davis seconded the motion. All voted in favor.

» **WPCLF (Tomcisin):**

- 11998 St. Rt. 571: The grant will pay 100% \$14,850
- 5405 Stillwell: The grant will pay 100% \$15,900

Mr. Mott made a motion to approve the project. Mrs. Pittenger seconded the motion. All voted in favor.

7. Financial Reports

- » **Budget Report – October 2018** - Mr. Propes reviewed the report with the Board. Mr. Ristoff asked if there are other services we should be providing related to health education and the opioid crisis. Mr. Propes reported Health Education is looking into the Creating Healthy Communities Grant. We have one full-time employee that does drug related education and oversees the Project DAWN grant. She works with the Drug Free Coalition and leads it. Next year they will be doing a Strategic Plan to determine what their focus will be in the future. Mr. Ristoff asked if we've had opportunities to work with the schools to provide education. Mr. Propes reported that it is still difficult due to required testing. We have recently had an opportunity



Miami County Public Health

Board of Health Meeting – November 15, 2018
Hobart Center for County Government – Room 225
510 West Water Street
Troy, Ohio

to work with Troy Christian. Mrs. Davis recommended we offer educational presentations to school leadership and staff as well as reach out to youth groups and after school programs. Mr. Propes reported that our Injury Prevention Coordinator has been trained in Mental Health First Aid and will be offering this training at the schools. Mr. Mott asked if we've done any research on vaping. Mr. Propes reported that we discourage the use and that we have received feedback from the community asking us to look into it. We enforce the smoke free workplace regulations which does not include vaping. After discussion, Mr. Mott made the motion to accept the Budget Report as presented. Mrs. Pittenger seconded the motion and all voted in favor.

- » **Expenditure Report – September 2018** - Mr. Propes reviewed the report with the Board. After discussion, Mr. Ristoff made the motion to accept the Expenditure Report as presented. Mrs. Davis seconded the motion and all voted in favor.

8. Health Commissioner's supplemental report:

- » One Wellness Place: The first layout was shared with the Board. This will also be sent via email.
- » Employee Luncheon: This will be on December 20th with more details to come. Prior to the luncheon, there will be a short staff meeting to announce our employee of the year. This will include one employee from each division. Mr. Propes requested approval to spend \$200 for 4-\$50 gift cards to be given to the four employees chosen. Mr. Propes also requested approval to spend \$700 for the luncheon to cover the cost of the meal.
- » Strategic Plan: We are in the process of completing our 2019-2022 Strategic Plan. Michele Bowman presented the four priorities that were unanimously chosen by the Strategic Planning Committee. Mrs. Bowman requested approval to move forward with the following priorities:
 - 1) Increase public health awareness
 - 2) Enhance communication
 - 3) Invest in growth



Miami County Public Health

Board of Health Meeting – November 15, 2018
Hobart Center for County Government – Room 225
510 West Water Street
Troy, Ohio

- 4) Improve health behaviors relating to Maternal and Family Health, Chronic Disease and Mental Health and Addiction

Mr. Mott made a motion to approve the four Strategic Priorities as presented. Mrs. Pittenger seconded the motion. All voted in favor. Mr. Mott added that there was good input during this meeting and that several employees attended.

9. Additional Business:

- » Deb French reported that there were 56 people attend the Veteran's Event this year. Various services were available for attendees and lunch was provided. The event was advertised in the newspaper and on Facebook.

10. Public Comment: None

11. Adjournment: A motion to adjourn was made by Mr. Sarver and seconded by Mr. Ristoff
All voted in favor.

 12/20/18

Ruthann Cron

Date

Board of Health President



Dennis R Propes

12/20/18

Date

Health Commissioner

