

May 25, 2010
Montpelier, Ohio

The regular meeting of the Williams County Board of Health was held May 25, 2010 at the Montpelier office of the Health Department. President Mr. Saneda called the meeting to order.

Members present were: Mrs. Bernath, Mrs. Boynton, Mrs. Cummins, Mrs. Custar, Mr. Miller, Mr. Saneda, Dr. Seaman, Mr. Thorp. Mr. Krill was out of state. Mr. Mohre was unable to attend.

Staff present were: James Watkins, Becki Snyder, Sandra Good, Teena Armstrong, Dr. Vasi, Sandy Link

The introduction of Mr. Krill was not given due to his absence.

Minutes of the April 27 meeting were presented for approval. Dr. Seaman moved they be accepted as written and Mrs. Custar seconded the motion. Motion carried. (See attached)

The fiscal transactions were presented for approval. Mrs. Custar moved to approve the fiscal transactions and Mrs. Boynton seconded the motion. Motion carried. (See attached)

The proposed bills and paid bills were reviewed for approval. Dr. Seaman made a motion to approve the proposed bills and paid bills as presented. Mrs. Cummins seconded the motion. Motion carried. (See attached)

Mrs. Link reviewed the financial reports with the board.

Sandy Good, environmental director presented the monthly environmental and litter and recycling reports to the board. She reported 14 total inspections were completed for the month. Temporary FSO/FRE inspections and animal bite reports are increasing with warmer weather approaching. Mr. Long gave a presentation to Bryan Farmers Market organizers and participants to educate on what can and cannot be sold at the market. Mrs. Serr will be attending the Ohio Environmental Health Progress Course in June, July and August. She will take the RS test in August. The Williams County Solid Waste Reduction & Recycling Program provided awareness and advertising for a tire-recycling event held at Best One Tire in Bryan on May 22. Three Adopt-A-Road programs have been added to the list in May.

Mrs. Good shared with the board a letter received from the Village of Montpelier asking the Health Department to waive a late fee of 25% of the actual fee for the swimming pool license for 2010. They stated they never received the pool renewal application that the Environmental Department sent out ahead of time to let them know that the license for the upcoming year will soon be due. Other entities that were late in renewing paid the late fee. After some discussion, Mr. Thorp made a motion to deny the request to waive the late fee for the Village of Montpelier and Mrs. Custar seconded the motion. Motion passed. (See attached)

Becki Snyder, nursing director provided the communicable disease report and nursing report to the board. One case of Pertussis was reported in April. Vision and Hearing screenings were up due to

kindergarten assessments. Blood pressure counts were higher because of a screening at Northwest Electric.

Mrs. Snyder informed the board that a part time WIC dietitian position was posted in the Help Wanted Ads of The Bryan Times and The Crescent.

Mr. Watkins asked the board for an executive session. Mrs. Boynton made a motion to enter into executive session for personnel. Mr. Miller seconded the motion. A roll call vote was taken with all in agreement.

Personnel changes being made are as follows:

Acceptance of resignation for Linda Earle, Health Educator effective May 21, 2010

Placement of Cathy Sito on FMLA effective May 17, returning to work June 1, 2010

Mr. Thorp made a motion to accept the personnel changes as given and Mrs. Bernath seconded the motion. Motion passed.

Mr. Watkins reported the following:

A client satisfaction survey was passed around to the board members to get their opinion of the survey. This survey will be handed out to those who receive our services. One suggestion that was made was to add "Additional Comments" to the second page.

Health insurance was tabled. Still getting quotes.

A resolution was made to change one word in the Vacation Leave section of the Employee Personnel Policy from completion to commencement to comply with state law. It now reads "Upon commencement of years 9, 16 and 26, the equivalent of a week's vacation will be added to the employee's vacation balance based on the number of hours in paid status by the employee in the preceding year." Mrs. Custar made a motion to change the word completion to commencement in the personnel policy. Mr. Thorp seconded the motion. Motion passed. (See attached)

Revised Notice of Award of the WIC (Women Infant Children) grant in the amount of \$207,400.00 (See attached)

Some impressions of the retreat from the board that was held May 21 were "How do we go from discussion to action?" and "Do we want to establish a timeline or a committee?" It was decided to have Mr. Watkins explore and create a document to be brought back to the board.

Purchase of the 310 Lincoln Ave. building is finalized with the deed in our possession.

Mr. Watkins and Dr. Vasi attended the AOHC conference in May. Dr. Vasi had good questions for Dr. Jackson about funding.

A copy of the rest of the 2010 meeting dates for the Board of Health is in each member's packet.

The Community Health Assessment is in the final stages before Wright State compiles data via phone surveys.

Mr. Saneda adjourned the meeting.

The next meeting will be June 15, 2010 at the Montpelier Office.

DATE: _____

BY: _____

Board President

DATE: _____

BY: _____

Health Commissioner