



**Miami County Public Health**  
Board of Health Meeting – March 26, 2020  
Hobart Center for County Government – Room 225  
510 West Water Street  
Troy, Ohio

**March 26, 2020**

**Meeting Minutes**

1. **Introductions:** See attached sign-in sheet.
2. **Next meeting:** April 23 2020.
3. **Additions to and adoption of agenda:** Mr. Sarver made a motion to approve the agenda with the following changes. Removal of the public hearing for environmental health fee changes in the Private Water Systems program and removal of resolution 2020-02-27-02 second reading. Addition of a Then and Now under “new business.” Mr. Mott seconded the motion. All voted in favor.
4. **Approval of Minutes:**
  - » February 27, 2020 Regular Session: A motion was made by Mr. Mott to accept the minutes of the February 27, 2020 meeting. It was seconded by Mr. Ristoff. All voted in favor except Mrs. Davis who abstained due to not being present at the meeting.
5. **Public Hearing for Environmental Health Fee Changes (Private Water Systems): Removed**
6. **Old Business:** The public health accreditation site visit scheduled for April 1-2 has been postponed. We’ve shared our concerns with the Public Health Accreditation Board (PHAB) regarding some of the feedback received from one of the site visitors. Out of the three site visitors, one reopened approximately 90% of the documents they reviewed versus the other two that only reopened approximately 25%. PHAB will reschedule our site visit, which may be a virtual site visit, at a later date.
7. **New Business:**
  - » **Resolution 2020-02-27-02: Resolution to adopt new fee categories for Private Water Systems, 2<sup>nd</sup> Reading (Tomcisin): Removed**
  - » **Resolution 2020-03-26-01 Emergency Resolution Regarding COVID-19 (Propes):** Mr. Propes provided an update on MCPH’s COVID-19 response to date. Additional discussion on testing and timeliness of lab results followed. MCPH staff is running samples to the Ohio Department of Health (ODH) lab which is allowing us to get results back much quicker.



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\*Dr. Nims called into meeting. Mr. Propes mentioned we are working with staff from ODH that are on site at MCPH office along with Montgomery County and Clark County staff that are helping us with contact tracing. Daily, ODH is updating their guidance. MCPH is implementing changes in the way we operate and has begun splitting our staff into teams to reduce potential exposure. Some staff are working from home and others are being placed on administrative leave. Ryan Snapp, IT Administrator, has worked with a vendor to allow for messages being left on staff's desk phones to transfer to email where staff can easily respond from home. Discussion session followed. Mr. Propes then explained the resolution and mentioned this resolution will allow for the Health Commissioner to be granted powers to act on behalf of the Board to make determinations regarding quarantine, isolation, hiring of quarantine guards and constructing temporary hospitals. This is being put into place since it is problematic and not easy for the Board to get together to make these decisions quickly. The timeline of this is granted on the Governor's Emergency Order and all decisions will be communicated with the Board of Health as they are occurring. The resolution was written with the guidance of the Chris Englert with the Prosecutor's office. Mr. Sarver made a motion to approve the Emergency COVID-19 resolution as presented. Mr. Ristoff seconded the motion. A roll call was taken and the resolution passed.

Mrs. Pittenger Yes      Mr. Ristoff Yes      Mr. Mott Yes      Mr. Sarver Yes  
Mrs. Davis Yes      Mrs. Baird Absent      Dr. Nims Absent

» **Resolution 2020-03-26-02 – A Resolution Authorizing the County Auditor to Draw Warrants for Then and Now Certificate Payments:** A motion was made by Mr. Mott and seconded by Mrs. Davis to approve the resolution. A roll call was taken and the resolution passed.

Mrs. Pittenger Yes      Mr. Ristoff Yes      Mr. Mott Yes      Mr. Sarver Yes  
Mrs. Davis Yes      Mrs. Baird Absent      Dr. Nims Absent



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- » **2021 Budget (Propes):** Mr. Propes presented the 2021 Budget and mentioned it is close to where it needs to be but needs to be a placeholder at this time. After the COVID-19 response, staffing will be looked at along with programs to see if there need to be additions or adjustments. Mr. Ristoff and Mrs. Davis requested looking into paying hourly and salary staff overtime or bonuses for their work on the COVID-19 response. Mr. Mott requested a report of overtime hours worked to date at the April Board meeting. Mr. Mott made a motion to approve the 2021 Budget as presented. Mrs. Davis seconded the motion. All voted in favor.
- » **Annual Report (Propes):** The 2019 Annual Report was presented and copies given to each Board member. These were also distributed at the District Advisory Council meeting earlier in the month and sent to all Miami County Township offices. Discussion session followed.

**8. Financial Reports:**

- » **Budget Report – February 2020 –** Mr. Propes reviewed the report with the Board. After discussion, Mr. Ristoff made the motion to accept the Budget Report as presented. Mr. Mott seconded the motion and all voted in favor.
- » **Expenditure Report – February 2020 –** Mr. Propes reviewed the report with the Board. After discussion, Mr. Mott made the motion to accept the Expenditure Report as presented. Mr. Ristoff seconded the motion and all voted in favor.

**9. Health Commissioner's supplemental report (Propes):**

- » **COVID-19:** Dennis thanked all the staff for the amazing work that is being done on the pandemic. The response is starting to wear on staff so they will begin rotating out to get a day off. Environmental Health is doing some virtual inspections in plumbing. Birth certificates orders are being taken by phone order only. We continue to see reproductive health patients but have scaled down and are only keeping essential appointments. Staff temperatures are being taken at the start of their shift and we are scaling down operations where we can. Mr. Sarver requested a proclamation from the Board appreciating staff

