



Miami County Public Health

Board of Health Meeting – July 28, 2022

Miami County Public Health Office – In person with some participants via Zoom

510 West Water Street

Troy, Ohio

July 28, 2022

Meeting Minutes

1. **Introductions:** See attached sign in sheet. New employee, Shelly Myers was introduced as MCPH's Environmental Health Technician.
2. **Next meeting:** Mr. Sarver made a motion to approve the next meeting date and time to be August 25, 2022, at 9:00 a.m. Mrs. Pittenger seconded the motion. All voted in favor.
3. **Additions to and adoption of agenda:** Mrs. Pittenger made a motion to approve the agenda as presented. Mrs. Quillen seconded the motion. All voted in favor.
4. **Approval of Minutes:**
 - » June 23, 2022, Regular Session: A motion was made by Mrs. Sutherly to approve the minutes as presented. Dr. Nims seconded the motion. All voted in favor except Mrs. Quillen and Mrs. Pittenger who abstained due to not being present at the meeting.
5. **Old Business:** None
6. **New Business:**
 - » **Water Pollution Control Loan Fund (Tomcisin):**
 - 782 Childrens Home Rd – WPCLF portion 85% which is \$14,620
 - 6775 S. Jay Rd. – WPCLF portion 100% which is \$19,000
 - 2568 U.S. 40 – WPCLF portion 85% which is \$15,725
 - 8970 McNeal Rd. – WPCLF portion 85% which is \$16,150
 - Dr. Nims made a motion to approve the projects as presented. Mrs. Quillen seconded the motion. All voted in favor.
7. **Financial Reports:**
 - » **Budget Report – June 2022** – Mr. Propes reviewed the report with the Board. After discussion, Mrs. Pittenger made the motion to accept the Budget Report as presented. Mrs. Sutherly seconded the motion. All voted in favor.
 - » **Expenditure Report – June 2022** – Mr. Propes reviewed the report with the Board. After discussion, Mrs. Pittenger made the motion to accept the Expenditure Report as presented. Mr. Sarver seconded the motion. All voted in favor.



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8. Health Commissioner's supplemental report (Propes):

- » Workforce: Several interviews for a Help Me Grow Home Visitor, IT Help Desk Analyst and Nursing Clerk have been completed and will be discussed in Executive Session. There was a large applicant pool for each of the positions.
- » Grants: Nursing has applied for the Cribs for Kids grant.
- » Community Services: Vicky Knisley-Henry, Health Educator, has been chosen to participate in a CDC fellowship program that will focus on population health and leadership. Amy Cain, Licensed Social Worker, secured a small grant to provide reading books to our Help Me Grow program. These books will be shared with families during home visits.
- » This year we will be receiving a Management Letter as an outcome of the Audit. During the process, MCPH missed an attachment on the Annual Financial Report and our credit card usage policy was identified as needing updated.

*Ted Ristoff arrived at meeting.

- » Needle Exchange Program: An update was given on the program. Mr. Ristoff and Mrs. Baird met with city officials to go over the program. Discussion session followed.

9. Additional Business: Sewage Variance - 620 Ginghamburg Rd., Tipp City. The variance is being requested due to the design being less than 10 feet from the property line. MCPH staff recommend approval. Mrs. Pittenger made a motion to approve the variance as submitted. The motion was seconded by Mrs. Quillen. All voted in favor to approve the sewage variance request.

10. Public Comment: Mrs. Quillen requested an update on monkeypox. Mr. Propes reported that this continues to be a topic on the weekly statewide calls with the Ohio Department of Health. Discussion session followed.

11. Executive Session – Appointment of Personnel, Health Commissioner Review (Propes): Mrs. Pittenger made a motion to enter into Executive Session to discuss personnel. Mrs. Sutherly seconded the motion. A role call was taken.

Mrs. Pittenger: Yes Mr. Ristoff: Yes Mrs. Quillen: Yes Mrs. Welker: Absent



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Mrs. Sutherly: Yes Mrs. Baird: Yes Mr. Sarver: Yes Dr. Nims: Yes

Mr. Sarver made the motion to enter back into regular session of the Board of Health. The motion was seconded by Mrs. Pittenger. A roll call was taken.

Mrs. Pittenger: Yes Mr. Ristoff : Yes Mrs. Quillen: Yes Mrs. Welker: Absent
Mrs. Sutherly: Yes Mrs. Baird: Yes Mr. Sarver: Yes Dr. Nims: Yes

Mrs. Pittenger made a motion to hire Alexis Penn as a full time IT Help Desk Analyst. Approval was also given to finalize and hire applicants for the Help Me Grow Home Visitor and Nursing Clerk positions. The motion was seconded by Mr. Sarver. All voted in favor.

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

Ted Ristoff
Ted Ristoff Date
Board of Health President

Dennis R Propes 8/25/22
Dennis R Propes Date
Health Commissioner