

Miami County Public Health

Board of Health Meeting
Hobart Center for County Government – Room 225
510 West Water Street
Troy, OH 45373

August 24, 2023
Meeting Minutes

1. **Introductions:** See attached sign in sheet.
2. **Next meeting:** September 28, 2023, at 9:00 a.m.
3. **Additions to and adoption of agenda:** Mrs. Quillen made a motion to approve the agenda with the addition of a private water system variance request under New Business. Mrs. Pittenger seconded the motion. All voted in favor.

4. Approval of Minutes

- » July 27, 2023, Regular Session: A motion was made by Mrs. Pittenger to approve the minutes as presented. Mr. Sarver seconded the motion. All voted in favor.

5. Old Business

- » **Resolution 2023-06-22-01, Rescind and Replace Food Embargo Resolution Number 2022-03-24-01, Third Reading:**

A resolution to authorize the Health Commissioner or their designated representative(s) the authority to embargo food, infant formula, or baby food within a Retail Food Establishment or Food Service Operation. The reference to embargo, authority to embargo, and the process of embargo are specified in Ohio Administrative Code (OAC) section 901:3-4-15 paragraphs A through F. In accordance with OAC 3701-21-27, food to be embargoed shall be embargoed according to rule 901:3-4-15 of the Administrative Code. A resolution to authorize the Health Commissioner or their designated representative(s) the authority to remove from use articles such as a utensil, material, or piece of equipment if it presents a public health hazard. The authority includes the Health Commissioner or their authorized representative(s) to tag any such article and prohibit its use by the license holder. The authority to tag and the process to tag are specified in Ohio Administrative Code (OAC) section 901:3-4-12 paragraphs A through D.

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 Dr. Malarkey: Yes Mrs. Quillen: Yes
Mrs. Baird: no vote Mr. Sarver: Yes Mrs. Welker: Yes Mrs. Sutherly: Yes

6. New Business

- » **Divisional Update Administration (Bowman):** Through a PowerPoint presentation, Michele Bowman presented information on Administration which included a description

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and projects being worked on in Vital Statistics, Finance, Information Technology, Accreditation and Human Resources. Discussion session followed.

- » **Communicable Disease Report (Hodges):** Through a PowerPoint presentation, Janel Hodges presented Miami County 2022 communicable disease data. The report is available on the agency website. Discussion session followed.
- » **Water Pollution Control Fund (Tomcisin):** A motion to approve the following site was made by Mr. Sarver and seconded by Dr. Malarkey. All voted in favor.
 - » **665 Ginghamburg Rd., Tipp City:** Replacement of Septic System with NPDES Permit, Qualified for 100%.
- » **Private Water System Variance (Tomcisin):** Jane Tomcisin presented a private water system variance request for 9055 St. Rt. 589, Fletcher. Discussion session followed. Mrs. Pittenger made a motion to approve the variance request as presented. Mrs. Quillen seconded the motion. All voted in favor.

7. Financial reports

- » **Budget reports – July 2023 –** Mr. Propes reviewed the report with the Board. After discussion, Mr. Ristoff made the motion to accept the Budget Report as presented. Mrs. Sutherly seconded the motion. All voted in favor.
- » **Expenditure report – July 2023 –** Mr. Propes reviewed the report with the Board. After discussion, Mrs. Pittenger made the motion to accept the Expenditure Report as presented. Mrs. Welker seconded the motion. All voted in favor.

8. Health Commissioner's supplemental report (Propes)

- » Nursing has been busy with back-to-school immunizations and kindergarten screenings.
- » Environmental Health staff are working with the Miami Valley Regional Planning Commission and have joined a few of their committees.
- » The County Commissioners requested a meeting regarding the One Stop Shop. Moving any MPCH programs to their location is not feasible at this time.

9. Additional Business: None

- 10. Public Comment:** Don Dohrman, West Milton City Council, requested information on the process that is taken if a property has no water. Discussion session followed.

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11. Executive Session: Mrs. Quillen made a motion to enter into executive session to discuss

personnel. Mrs. Pittenger seconded the motion. A roll call was taken.

Mrs. Pittenger: Yes Mr. Ristoff: Yes Dr. Malarkey: Yes Mrs. Quillen: Yes
Mrs. Baird: no vote Mr. Sarver: Yes Mrs. Welker: Yes Mrs. Sutherly: Yes

Mrs. Pittenger made the motion to enter back into regular session of the Board of Health. The

motion was seconded by Mr. Ristoff. A roll call was taken.

Mrs. Pittenger: Yes Mr. Ristoff: Yes Dr. Malarkey: Yes Mrs. Quillen: Yes
Mrs. Baird: No vote Mr. Sarver: Yes Mrs. Welker: Yes Mrs. Sutherly: Yes

Mrs. Quillen made a motion to hire Taylor Munn as an Environmental Health Specialist in Training with a start date of September 2, 2023. Mrs. Sutherly made a motion to hire Nedra Elseser as MCPH's Emergency Preparedness Coordinator. Dr. Malarkey seconded the motion. All voted in favor.

12. Adjournment Recommended: A motion to adjourn was made by Mr. Sarver and seconded by

Mrs. Pittenger. All voted in favor.

Ann Baird
Ann Baird Date
Board of Health President

Dennis R Propes 9/28/23
Dennis R Propes Date
Health Commissioner