



Miami County Public Health

Board of Health Meeting – June 23, 2022

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

510 West Water Street

Troy, Ohio

June 23, 2022

Meeting Minutes

1. **Introductions:** See attached sign in sheet. New employee, Brittney Holbrook was introduced as an Environmental Health Specialist in Training.
2. **Next meeting:** Mrs. Barid made a motion to approve the next meeting date and time to be July 28, 2022, at 9:00 a.m. Dr. Nims seconded the motion. All voted in favor.
3. **Additions to and adoption of agenda:** Agenda was approved as presented.
4. **Approval of Minutes:**
 - » May 26, 2022, Regular Session: A motion was made by Mr. Sarver to approve the minutes as presented. Dr. Nims seconded the motion. All voted in favor.
5. **Old Business:**
 - » **Adoption of new Compensation and Classification Plan (Propes):** The Personnel Committee met and discussed the plan findings on June 2, 2022. The changes will be effective the first pay period in July. Mr. Ristoff added that he was present at the Personnel Committee meeting and recommended approval. Dr. Nims made a motion to approve the 2022 Compensation and Classification Study completed by Clemons and Nelson, with staff wage adjustments being effective the first pay period in July. Mrs. Sutherly seconded the motion. All voted in favor.
6. **New Business:**
 - » **Water Pollution Control Loan Fund (Tomcisin):**
 - 5419 E. St. Rt. 55, Casstown – WPCLF portion 85% which is \$15,300
 - 5825 St. Rt. 589, Flether – WPCLF portion 85% which is \$16,150Mrs. Welker made a motion to approve both projects as presented. Mrs. Baird seconded the motion. All voted in favor.
 - » **Succession Plan Overview (Propes, Bowman), Board of Health Education:**

Members of the Personnel Committee requested the Succession Plan be presented to all the Board members. Mr. Propes presented the plan which describes the current capacity of the agency as a whole and divisionally. The plan includes



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projected retirements which will identify future gaps and capacity needs. The plan is updated annually.

7. Financial Reports:

- » **Budget Report – May 2022** – Mr. Propes reviewed the report with the Board. After discussion, Mr. Sarver made the motion to accept the Budget Report as presented. Mrs. Sutherly seconded the motion. All voted in favor.
- » **Expenditure Report – May 2022** – Mr. Propes reviewed the report with the Board. After discussion, Dr. Nims made the motion to accept the Expenditure Report as presented. Mrs. Baird seconded the motion. All voted in favor.

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

- » **Vital Stats Renovation:** The county has offered to pay a portion of the renovation cost. Demolition will begin the week of August 22nd. The new desk spaces and counter area will be installed August 29th through August 30th. Vital Stats will be set up in the lobby during this time and will remain open to the public.
- » **Grants:** MCPH received two new grants from the Ohio Department of Health, the Healthy Eating Active Living (H.E.A.L.) Grant and Moms Quit for Two.
- » **Workforce:** Lisa Hanke, Nursing Clerk, will be retiring. Lisa has done an excellent job in the nursing area and was thanked for her time spent at MCPH. Both Serena Persky and Katrina Coleman have announced they will be resigning and have both taken other employment opportunities.
- » **Accreditation/Quality Improvement (QI):** There are two QI projects currently being worked on, the Telehealth for Reproductive Health and Wellness and Online Ordering for Vital Statistics.
- » **At the end of the month the legislation will expire and there will no longer be options for voting through video conferencing. MCPH will continue to offer online meeting options for the public to join the Board meetings remotely.**

9. Additional Business: None

10. Public Comment: None



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11. Executive Session – Appointment of Personnel, Health Commissioner Review (Propes): Dr.

Nims made a motion to enter into Executive Session to discuss personnel. Mr. Sarver seconded the motion. A role call was taken.

Mrs. Pittenger: Absent Mr. Ristoff : no vote Mrs. Quillen: Absent Mrs. Welker: Yes

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

Dr. Nims made the motion to enter back into regular session of the Board of Health. The motion was seconded by Mrs. Baird. A roll call was taken.

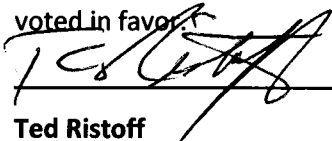
Mrs. Pittenger: Absent Mr. Ristoff : no vote Mrs. Quillen: Absent Mrs. Welker: Yes

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

Mrs. Baird made a motion to hire Michelle Myers as a full time Environmental Health Technician starting on July 5, 2022. Mrs. Welker seconded the motion. All voted in favor.

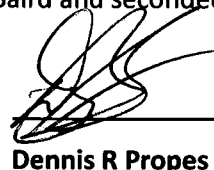
12. Adjournment: A motion to adjourn was made by Mrs. Baird and seconded by Mr. Sarver. All

voted in favor


Ted Ristoff

Date

Board of Health President


Dennis R Propes

Date

Health Commissioner

