The Greene County Board of Health met in regular session Thursday, July 7, 2016, at the Greene County Public Health office. The meeting convened at approximately 6:31 p.m. In attendance: Scott Filson, President; William Beeman, Elaine Hughes, June Johnson, Melvin Johnson, Angelia Mickle, Charlene Montague, Andrew Root, Kathy Saunders, Thomas Selden, Nancy Terwoord and Teresa Zryd. Absent: Scott Hammond. Staff in attendance: Melissa Branum, Health Commissioner; Dr. R. P. Dillaplain, Medical Director; Robyn Fosnaugh, Jeanette Ghand, Deborah Leopold, Susan Martin, Amy Schmitt, Ashley Steveley, and Linda Van Tress.

RECORDING DEVICE FAILURE
MINUTES RECREATED FROM NOTES

ADOPTION OF AMENDED AGENDA
#16-07-07-2. Ms. Montague moved to adopt the agenda. Mr. Beeman seconded the motion.

The agenda was adopted by acclamation.

MINUTES OF PREVIOUS MEETING
#16-07-07-3. Mr. Beeman moved for the approval of the minutes of the June 2, 2016, Greene County Board of Health meeting. Dr. Johnson seconded the motion.

The motion carried by acclamation with Ms. Hughes, Ms. Johnson, and Dr. Mickle abstaining.

PRESENTATION
Ashley Steveley presented the results of the Health Commissioner’s Annual Assessment.

Amy Schmitt provided a presentation on Zika.

ENVIRONMENTAL HEALTH
No Report.

FINANCIAL REPORTS
Ms. Ghand provided an overview of the Voucher Summary and noted that the credit card bill included a penalty and late fees. Ms. Ghand provided overviews of the Appropriation Transfers, Between Meeting Appropriation Transfers, and the Income and Expenditure Report and answered board questions satisfactorily.

#16-07-07-1. Dr. Mickle moved to approve the bill/voucher summary, appropriation transfer(s), between meeting appropriation transfer(s), and the June Income and Expenditure Report. Ms. Terwoord seconded the motion.

The motion carried by acclamation.
HEALTH COMMISSIONER’S REPORT
Mrs. Branum highlighted items from the Health Commissioner’s Report and answered board
questions satisfactorily.

COMMITTEE REPORTS
Administrative Evaluation Committee – Mr. Beeman reported on behalf of the committee the
results of Health Commissioner Melissa Branum’s annual evaluation. Mr. Beeman reported that
the committee felt that the commissioner had accomplished a great deal and was doing a very
good/excellent job. Mr. Beeman reported that in discussions with Mrs. Branum she had
requested no additional leave time and requested no increase in salary due to the needs of the
health district. However, Mr. Beeman, stated that the committee felt that her performance
merited financial recognition.

#15-07-07-4. Mr. Beeman moved on behalf of the committee to approve a $2,500.00 bonus for
Melissa Branum’s performance.

The motion carried by acclamation.

Finance/Audit Committee – No report. Mr. Selden expressed his preference to receive
incomplete financial reports prior to the meeting. He requested that the finance committee meet.
Ms. Montague suggested emailing the report prior to the meeting. Mrs. Branum offered to meet
with Mr. Selden before any board meeting to review the financials. Mr. Root reiterated the
process of a board he served that the Finance Committee met one week prior to the actual board
meeting to review financials. Ms. Terwoord stated that she was comfortable with the current
process.

Personnel Committee – Dr. Johnson reported that the Personnel Committee will need to meet to
begin to review the personnel policies as they are being returned from attorney review.

Planning and Evaluation Committee – No Report.

PERSONNEL
Mrs. Branum noted the hiring of Julie Hahn, Service Coordinator/Home Visitor, and
Charity Byer, Breastfeeding Peer Helper. Mrs. Branum also noted the retirement of Patricia
McGilly whose last day will be August 31, 2016.

EXECUTIVE SESSION
No Executive Session.

OLD BUSINESS
Mrs. Branum noted that at last month’s meeting the board had authorized her to sign the ground
lease. Mrs. Branum stated that under legal advice she was asking that the board authorized the
president, Scott Filson, to sign the ground lease.

#16-07-07-5. Dr. Zryd moved to authorized Greene County Board of Health President, Scott
Filson, to sign the ground lease. Ms. Hughes seconded the motion.
The motion carried by acclamation.

**NEW BUSINESS**
Mrs. Branum presented the results of the search for a bank to finance the new building project and recommended First Merit Bank

#16-07-07-6. Dr. Zryd moved to approve FirstMerit Bank’s proposal. Mr. Root seconded the motion.

The motion carried by acclamation.

Mrs. Branum explained the need to establish a committee to evaluate submissions for the design-build project and recommended the following committee members:

Melissa Branum, Health Commissioner
Bob Brooks, Chief Information Technology Officer
Kevin Ploutz, Plumbing Program Manager
Richard Schairbaum, Public Health Sanitarian Program Manager
Julie Wickline, Nursing Program Manager

#15-07-07-7. Mr. Selden moved to approve establishment of an Evaluation Committee to evaluate and negotiate with responders to the design-build project. Ms. Terwoord seconded the motion.

The motion carried by acclamation.

**ADDITIONAL BUSINESS**
Ms. Montague reported on behalf of the Greene Community Health Foundation.

Ms. Montague moved on behalf of the Greene Community Health Foundation the approval of the following trustees:

Marilee Johnson
Kim Longo
Tobia Stinson

The motion carried by acclamation.

Mr. Filson noted the article regarding Mr. Beeman’s community service in the newspaper.

The July 7, 2016, Board of Health meeting was adjourned at 7:48 p.m.

Scott Filson, President

Melissa A. Branum, Secretary