

Lawrence County Health Department Board of Health
February 19, 2020
MINUTES

1. Roll Call

The roll call was taken by Randall Lambert at 11:30 am. Those present were Randall Lambert, Curtis Anderson, Mark Dickess, Lois Herrell, Brenda Shipley. Also present were Georgia Dillon and Phyllis Becker.

2. Approve Minutes

Randall Lambert call for motion to approve the minutes. Lois Herrell made a motion to accept the minutes as read; Curtis Anderson seconded the motion. A vote was taken and motion was passed. Minutes approved.

3. Action Items

a. Expenses

1) Approval of Expenditure

The next item to come up for discussion was the approval of expenditures. Randall Lambert called for motion to approve the expenditures. Mark Dickess made a motion to approve the monthly expenses. Curtis Anderson seconded the motion. A vote was taken and motion was passed. The expenditures were approved.

b. Personnel

1) Acceptance of resignation

Georgia Dillon brought to the Board Gina Bogg's resignation letter which was dated 2/24/2020. Mark Dickess made a motion to accept the resignation, Curtis Anderson seconded it; a vote was taken and motion was passed.

c. Resolution 02192020b

1. Resolution to appoint Registrar, Deputy Registrar and Clerk

Georgia Dillon brought before the Board the necessity to move Mary Davis into the position of Registrar, Debbie Fisher into the position of Deputy Registrar, and Fran Klaiber into the position of Vitals Clerk. Curtis Anderson made a motion to appoint the mentioned persons to the positions needed as stated above. Brenda Shipley seconded the motion. Randall Lambert called for a vote. A vote was taken and the motion passed.

1) Change in pay rates

Ms. Dillon further stated that because of these added responsibilities, it would be necessary to increase each person's pay rate \$2. A motion was made by Curtis Anderson, that because of the change of job description and the new position, that each person should be given the pay increase of \$2. Brenda Shipley seconded the motion. A vote was called and the motion was passed. All three persons are to receive a \$2 raise.

d. Resolution 02192020a

1) Re-visit Section 5.02 Sick Leave Conversion for employees that started prior to January 1, 2008

The next order of business to come before the Board was to re-visit discussion of creating a new fund for Employees Severance Costs. (Resolution No: 02192020a). As per previous discussion, Section 5.02 Sick Leave Conversion for employees that started prior to January 1, 2008, the Board wanted clarification from the auditors that they could create a Severance fund to cover the costs that the Board will have. Phyllis Becker shared that she had discussed this matter with Chris Kline and he said that it would be a good plan, and that all that would be needed would be a resolution

and the minutes from the Board meeting. With approval received from the auditors, Mark Dickess made a motion to approve resolution 02192020a to create a Severance Costs Fund with a beginning balance of \$30,000 to be taken from the Board of Health Fund and the Public Health Nursing Fund equally. Curtis Anderson seconded the motion. Randall Lambert called for a vote. The vote was taken and the motion was passed.

d) **Resolution 02192020c**

1) Resolution to Apply, Accept and Enter into a Water Pollution Control Loan Fund Agreement

Georgia Dillon explained the WPCLF agreement to the Board. She stated that this was water pollution control loan fund agreement on behalf of the Health District of Lawrence County for the repair and/or replacement of home sewage treatment systems. In order to receive these funds, the Board must make a resolution to authorize Georgia Dillon to apply for a WPCLF assistance agreement, sign all documents for and enter into a WPCLF with the Ohio Environmental Protection Agency for the repair and/or replacement of failing HSTS on behalf of the Health District of Lawrence County, Ohio. Curtis Anderson made a motion to accept Resolution 02192020c that would give Georgia Dillon authority to apply for and sign all necessary paperwork to obtain WPCLF Funds. Mark Dickess seconded the motion. Randall Lambert called for a vote. A vote was taken and the motion was passed.

4. Acceptance and approval of reports received

- a. **Environmental Program Report**
- b. **September TB, Infectious Diseases**
- c. **Immunization and CMH Reports**
- d. **Car Seat Report**
- e. **CMH Report**
- f. **EPI Report**

The next order of business to come before the Board was the approval of monthly reports. Mark Dickess made a motion to accept the monthly reports as attached. Curtis Anderson seconded the motion. Randall Lambert called for a vote. A vote was taken and the motion was passed.

5. Other Business

- a. Advisory Council Meeting will be on March 19, 2020 at 6:00 PM at the Lawrence County Health Department.

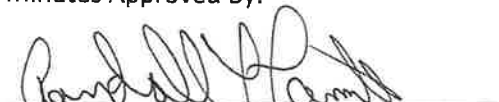
6. Adjournment

- a. Next Meeting will be March 19, 2020 at 5:00 PM, at the Lawrence County Health Department

Randall Lambert reminded the Board members that the Advisory Council meeting would be March 19th at 6 PM. He also reminded the Board that the regular Board Meeting would be March 19th at 5 PM.

Being nothing further to come before this Board, Lois Herrell made a motion to adjourn. Brenda Shipley seconded the motion. Randall Lambert called for a vote. A vote was taken and motion was passed. The Lawrence County Board of Health was adjourned at 12:30 pm.

Minutes Approved By:


Randall Lambert, President

Date: 3/9/2020


Georgia Dillon, Health Commissioner

Date: 3/9/2020

LAWRENCE COUNTY HEALTH DEPARTMENT

2122 South 8th Street
Ironton, Ohio 45638
TELEPHONE: 740-532-3962
FAX NUMBER: 740-532-1014



February 19, 2020
Resolution No: 02192020a

A resolution to create a new fund for Employee Severance Costs

WHEREAS, the Lawrence County Health Department Board of Health is the licensing authority for the programs listed above and;

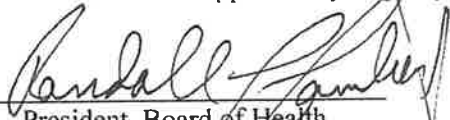
Whereas, the Lawrence County Health Department Employee Policy states that based on years of service, a person is eligible to receive severance funds for vacation and sick time not used; and

WHEREAS, funds will be needed to cover these severance costs;

Therefore, upon the motion of Board Member BRENDA Skipley, and seconded by Board Member Curt Anderson the Board has voted to approve the creation of an Employee Severance Cost Fund, with the beginning balance of 30,000.

BE IT RESOLVED BY THE LAWRENCE COUNTY BOARD OF HEALTH:

This resolution was approved by majority vote of the Board on February 19, 2020



President, Board of Health



Health Commissioner

Date 2/19/2020



LAWRENCE COUNTY HEALTH DEPARTMENT

2122 So. 8th Street
Ironton, OH 45638
740-532-3962



Public Health
Prevent. Promote. Protect.
Lawrence County Health Department

Georgia Dillon, APRN, CNP
Health Commissioner

Jim Meadows, MD
Medical Director

February 19, 2020

Resolution No: 02192020b

A resolution of the Lawrence County Board of Health to appoint a new Registrar and Deputy Registrar.

To appoint Mary Davis as Registrar for Vital Statistics, appoint Debbie Fisher as Deputy Registrar, and Frannie Klaiber as Clerk for Vital Statistics effective 2/19/2020.

Therefore, upon the motion of Board Member Curtis Anderson, and seconded by Board Member Brenda Shipley the Board has voted to approve the Vital Statistic appointments.

BE IT RESOLVED BY THE LAWRENCE COUNTY BOARD OF HEALTH:

This resolution was approved by majority vote of the Board on February 19, 2020.



President, Board of Health



Health Commissioner

Date 2/19/2020



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Public Health
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Resolution 02192020c

A RESOLUTION AUTHORIZING LAWRENCE COUNTY HEALTH DEPARTMENT (LCHD) TO APPLY FOR, ACCEPT, AND ENTER INTO A WATER POLLUTION CONTROL LOAN FUND (WPCLF) AGREEMENT ON BEHALF OF THE HEALTH DISTRICT OF LAWRENCE COUNTY FOR THE REPAIR AND/OR REPLACEMENT OF HOME SEWAGE TREATMENT SYSTEMS (HSTS).

Whereas, the Health District of Lawrence County seeks to repair and/or replace failing HSTS; and

Whereas, the Health District of Lawrence County intends to apply to the WPCLF for the repair and/or replacement of failing HSTS; and

Whereas, the WPCLF requires the government authority to pass legislation for application of a loan and the execution of a WPCLF assistance agreement; now, therefore,

BE IT RESOLVED by the Board of the Health District of Lawrence County, Ohio:

Section 1.

That Georgia Dillon, Health Commissioner, be and is hereby authorized to apply for a WPCLF assistance agreement, sign all documents for and enter into a WPCLF with the Ohio Environmental Protection Agency for the repair and/or replacement of failing HSTS on behalf of the Health District of Lawrence County, Ohio.

Section 2.

That is resolution shall take effect and be in force from and after the earliest period allowed by law.

Passed: 2/19/2020 after 1 reading(s). Vote: Yeas 5 Nays 0

Approved: 2/19/2020

The following representative can attest to this resolution:

Curtis B. Anderson
Board of Health Member Signature

Randall Lambert
Board of Health President Signature

Georgia Dillon
Health Commissioner Signature

Offered By: Lois Herrell

Seconded By: Mark Dickess

Date: 2/19/2020

Please attach a copy of the meeting minutes.

Lawrence County Board of Health:
Randy Lambert, President • Curtis Anderson, Vice President
Lois Herrell • Brenda Shipley • Ryan Brislin, MD

