



Public Health
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Fairfield Department of Health

BOARD OF HEALTH RECORD OF PROCEEDINGS

Fairfield Department of Health
Special Board of Health Minutes
February 24, 2021 at 3:00 P.M.

Meeting Location: EMA Emergency Management Agency

Call to Order: President Tina Childers called the Board of Health meeting to order at 3:00 p.m.

Board Members Present

Tina Childers
Dr. Steven Kapetansky
Brian Oliver
Dr. Teresa Wood
Dave Petty

Board Members Absent

A quorum was established. The meeting began with the Pledge of Allegiance.

Staff Present

Larry Hanna, Administrator; Jamie Ehorn, Fiscal Officer; Fiscal Officer.

Others Present

John Kochis-EMA Director

Board of Health President, Tina Childers announced that the Board of Health meetings are now being recorded.

Roll Call

Brian Oliver-Here
Dr. Steven Kapetansky-Here
Dr. Teresa Wood-Here
David Petty-Here
Tina Childers-Here

Tina Childers, Board President started the meeting by addressing the Committee members on their decision on hiring a Health Commissioner or an Administrator. Dr. Teresa Wood responded for the committee, based on Dr. Mark Aebi's letter addressing that it was recommended that the Health Department seek a Health Commissioner and based on the discussion from the committee with findings from other surrounding health departments and their positions and the fact that Larry Hanna mentioned he had filled the Administrator and Environmental Director position for many years, the committee finds that filling an Health Commissioner position for the Fairfield Department of Health would be in its best interest.

The findings were also based on acknowledging the current position Mr. Hanna has carried would work exceptional if the public sector stayed where it is today going forward. The committee feels that public health is moving towards what Mr. Jon Kochis quoted at the committee meeting on February 19, 2021. "The COVID-19 Pandemic is a Post 911 health crisis. With the operations of COVID-19 moving in a direction that falls in with the public sector, the committee feels a Health Commissioner is what the health department needs moving forward. Dr. Teresa Wood spoke highly of Mr. Hanna and his exceptional work performance while he has filled the Administrators position. Mr. Oliver stated that he wasn't disagreeing with the statements Dr. Teresa Wood gave but wanted to point out the budgetary issues for the department and would not recommend hiring on money the health department does not have but what we do have currently to hire with. Dr. Steven Kapetansky spoke of the committee doing salary inquires and what they found was the department has competitive salary to offer for a full-time health commissioner position based on other surrounding health departments with similar salaries for the same position. Salaries between \$89,000-92,000 was a reasonable offer to start for someone who needs the experience to starting out their career. Dr. Teresa Wood also stated that depending on the Health Commissioner bringing in money for the department will base the increase of the health commissioner's salary increases. She also mentioned with Dr. Aebi's expertise would be valuable for the health commissioner and that fact that Mr. Hanna has set a good foundation for the health department. Models were looked at on the responsibilities a health commissioner carries. Dr. Aebi recommended having a full-time health commissioner would solely focus on just a health commissioner's duties only, with no other responsibilities carrying out other position duties. Mr. Kochis mentioned that going forward with the pandemic that public discussions are going to start taking place. This would be a focus for a health commissioner. Brian Oliver asked the board to stay on current topic of what salary we have for the position in question and plan on hiring an Administrator or Health Commissioner. David Petty wanted to address the board that deciding for the position to keep in mind our mission of a health department is to keep residents safe from all areas, such as, Environmental safety. Mr. Petty felt that whoever is hired should have a RS background as well. Dr. Steven Kapetansky took notice of Mr. Petty's concerns and agreed to make sure the position to be filled is strongly set for qualifications to handle leadership for the department. Discussion ensued.

Dr. Teresa Wood made a motion to hire a full-time Health Commissioner. Dr Steven Kapetansky seconded the motion. Motion passed by 4" Ayes, 1" Nay by David Petty and 0" Abstained".

Mr. Kochis mentioned that Carrie Brown, County Administrator would help assist in posting the position. Tina Childers asked for a motion to go into Executive Discussion.

Dr. Teresa Wood made a motion to go into Executive Discussion. Dr. Steven Kapetansky seconded the motion.

Roll Call:

Dave Petty-Yes

Brian Oliver-yes

Tina Childers-Yes

Dr. Teresa Wood-Yes

Dr. Steven Kapetansky-Yes

Executive Session started at 3:35pm.

The Board of Health Returned from Executive Session at 3:55pm.

Brian Oliver made a motion to return to the Board of Health Meeting coming out of Executive Session. David Petty seconded the motion.

Roll Call:

Dave Petty-Yes

Brian Oliver-yes

Tina Childers-Yes

Dr. Teresa Wood-Yes

Dr. Steven Kapetansky-Yes

The board shared their ideas to create a job description with Jon Kochis. Mr. Kochis showed a template from a program of what the EMA uses when creating a job description. After adjustments have been made to the job description a final draft will be sent to the board to have a final review to approve to be posted by Carrie Brown, Fairfield County Administrator. Discussion ensued.

Tina Childers made a motion that any position changes are run through the board before any changes are made administratively. David Petty seconded the motion. Motion passed by 5" Ayes, 0" Nays and 0" Abstained".

Mr. Hanna asked the board to approve to have Kevin Barlow interim for the Environmental Director position until filled.

Dr. Steven Kapetansky made a motion to assign Kevin Barlow as interim Environmental Director until position is filled. Tina Childers seconded the motion. Motion passed by 5" Ayes, 0" Nays and 0" Abstained".

Mr. Hanna read a letter from Stephanie Fyffe describing her interest in the Health Commissioner Position. The Board will take into consideration.

Adjournment

The meeting adjourned at 4:15 p.m. on motion by Tina Childers. Dr. Teresa Wood seconded the motion. Motion passed by 5" Ayes, 0" Nays and 0" Abstained".



Tina Childers, President

Fairfield Department of Health



Mark Aebi, M.D., Secretary

Fairfield Department of Health