

THE MINUTES OF THE MEETING OF THE BOARD OF HEALTH, CITY OF OAKWOOD,  
STATE OF OHIO

The meeting was conducted on Tuesday, March 23, 2021 in the council chamber at the Oakwood City Building, 30 Park Avenue.

In attendance were:

Dr. David Denka, D.O., Chair  
Dr. Bill Coyne, D.D.S., Member  
Diane Scott, R.N., Member

Dr. Steve Enseleit, M.D., Health Commissioner  
Norbert Klopsch, Administrator/City Manager  
Paul Scaglione, R.S., Sanitarian

Also in attendance were Debra Edwards with the Oakwood Historical Society, City Attorney Rob Jacques, Public Safety Captain Kevin Pruszyński, and Personnel and Properties Director Jennifer Wilder. Attending via remote teleconference utilizing the Zoom.com platform were the following: Dr. Sallie Wilson, D.O., Vice Chair; Dr. Elizabeth Maimon, DVM, M.P.H., Member; and Mayor Bill Duncan, President.

Dr. Denka called the meeting to order at 5:30 p.m. and led a discussion on the following agenda items:

Minutes of Previous Meetings: Dr. Denka asked that the minutes of the January 26, 2021 meeting be reviewed. There being no requested edits, motion to approve by Dr. Coyne; second by Mrs. Scott. Upon viva voce vote, motion passed and the minutes were approved.

Report from Chair: No report.

Report from Sanitarian:

- Update on COVID-19: Mr. Scaglione gave a report on the COVID-19 cases in Oakwood from the beginning of the pandemic through March 18. There have been 726 positive cases, 19 hospitalizations and six deaths in Oakwood.
- Food Service Licenses: Mr. Scaglione reported that the state extended the deadline on annual food service licenses to July 1, but that all Oakwood businesses have already received them.

Report from Health Commissioner: No report.

Report from Board Administrator/City Manager: Mr. Klopsch reported on the following:

- Gardner Pool and Oakwood Dolphins: Current plans call for Gardner Pool to operate this year in the same manner as 2020, with limited users and the requirement to register in advance for time slots. The OCC staff will monitor Ohio Department of Health (ODH) directives/guidelines and may relax restrictions as circumstances warrant. The Oakwood Dolphins swim team also plans to operate this year, but with some health restrictions.
- Basketball Court Opening: The Department of Leisure Services will open the basketball courts at Shafor Park and Orchardly Park during the week of April 5. Most neighboring communities have either already opened their outside courts or will do so soon.
- City Operations through Pandemic: Personnel and Properties Director Jennifer Wilder commented on her role as our Human Resources Director during the pandemic, and the numerous actions taken to address personnel health and safety issues.

City Attorney Rob Jacques discussed his work over the past year in following and interpreting the litany of health and safety guidelines/orders/recommendations passed down from federal, state and local agencies.

Public Safety Captain Kevin Pruszynski spoke about safety department operations throughout the pandemic. In large part, these operations have already returned to normal. Captain Pruszynski also spoke about the duties and responsibilities of Dr. John Ewing, the Oakwood EMS Medical Advisor.

Old Business: None.

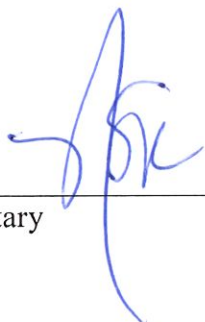
New Business:

- Oakwood Historical Society June Home Tours: Debra Edwards with the Oakwood Historical Society (OHS) shared that they are planning a single house tour on Saturday, June 19. She explained that the OHS is developing safety protocols to comply with state and local requirements. Mr. Scaglione asked Ms. Edwards to send him the protocols for review and comment.
- Crisis Intervention Training: Public Safety Captain Kevin Pruszynski discussed planning underway to have members of the Oakwood Public Safety Department obtain Crisis Intervention Training (CIT). Lieutenant Keith Benson will attend the 40-hour CIT training during the week of April 19. The other three crew lieutenants will complete this training throughout 2021. Dr. Wilson asked whether the City would consider contracting with outside mental health professionals as an additional resource. Captain Pruszynski stated that this could be considered. Mayor Duncan inquired about the quality of the CIT training and whether all members of the Oakwood Safety Department should receive it. Captain Pruszynski referenced positive feedback from people that recently attended the CIT Program offered through the Montgomery County Alcohol, Drug & Mental Health Services (ADAMHS) office. He said it would be ideal to have all officers CIT trained, but it would be logistically and financially challenging.
- Resolution No. 21-2 Adoption of Administrative Policies and Procedures: Dr. Denka introduced Resolution No. 21-2. Mr. Klopsch explained that this resolution is needed to confirm that city-approved administrative policies and procedures are also applicable to the Oakwood Health Department/Board of Health. This is necessary now that the Oakwood Health Department/Board of Health is subject to an annual audit separate from the City. Motion to approve by Dr. Coyne; second by Mrs. Scott. Upon viva voce vote, resolution passed.

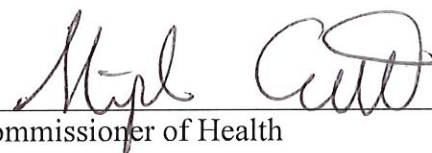
There being no other business, at 6:23 p.m. Dr. Denka adjourned the meeting.



Chair



Secretary



Commissioner of Health



**OAKWOOD BOARD OF HEALTH  
RESOLUTION**

NO. 21-2

**TO ADOPT ADMINISTRATIVE POLICIES AND PROCEDURES OF THE  
CITY OF OAKWOOD FOR BOARD OF HEALTH PURPOSES**

WHEREAS, the city of Oakwood is an Ohio municipality that has adopted a charter for its governance, and the Oakwood Board of Health is a city board established thereunder; and

WHEREAS, as a board established by city charter, the Oakwood Board of Health has historically been operated as a component unit of the city of Oakwood, subject to the administrative policies and procedures of the city of Oakwood; and

WHEREAS, Section 3709.36 of the Ohio Revised Code defines such boards as a separate body politic and corporate, which has been recently interpreted by the State Auditor to require an annual audit separate from the city's audit; and

WHEREAS, because the Board is separately audited, it is necessary and desirable that the Board adopt administrative policies and procedures of its own;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF HEALTH OF THE CITY OF OAKWOOD, MONTGOMERY COUNTY, OHIO, THAT:

Section I.

The Board hereby adopts for itself all City of Oakwood Administrative Policies and Procedures, as the same may be supplemented and amended from time to time.

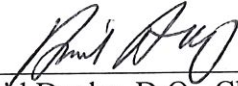
Section II.

Because the Board has always understood itself to be bound by the City of Oakwood Administrative Policies and Procedures, and has adhered to the same, this resolution shall apply retroactively from January 1, 2019, forward to ensure that the policy has been formally adopted for all years subject to the annual state audit.

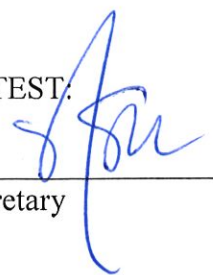
Section III.

This resolution shall take effect as of the earliest date permitted by law.

ADOPTED BY THE BOARD OF HEALTH OF THE CITY OF OAKWOOD, MONTGOMERY COUNTY, OHIO, this 23<sup>rd</sup> day of March, 2021.

  
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David Denka, D.O., Chair  
Oakwood Board of Health

ATTEST:

  
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Secretary

TO THE SECRETARY:  
Publication not required.

  
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City Law Director