

## FINDLAY CITY BOARD OF HEALTH MINUTES

**SPECIAL SESSION**

**Wednesday Oct. 29, 2008**

**CONFERENCE ROOM**

**Members Attendance :**

- x Mayor Pete Sehnert, *President Ex Officio*
- A Dr. Stephen Mills, Health Commissioner/Board Secretary
- x Mr. Gregory Cline, *President Pro Tempore*
- x Mr. William Alge
- x Dr. Robert McEvoy
- A Mr. William Wolf Jr.
- x Mrs. Joan Work.

**Staff Attendance:**

- x Mrs. Barbara Wilhelm, Deputy Health Commissioner
- x Mr. Craig Niese, Environmental Health Director
- x Mrs. Kim Renard, Nursing Director
- x Chad Masters Sanitarian/Emergency Response
- x Roxane Shaath Administrative Asst

**Call to Order:** Mayor Sehnert presided as the meeting was called to order at 7:35 a.m.

Mayor Pete Sehnert turned the meeting over to Deputy Commissioner Barb Wilhelm. Mrs. Wilhelm began by explaining the administration's request that each city department submit a 2009 budget that is 9% less than their approved 2008 budget. For the health department to comply we will need to submit a budget of \$937,523. Mrs. Wilhelm stated that due to non negotiable increases in the 2009 budget such as health insurance, vehicle and liability insurances, step wage increases, and worker's comp. costs this cut will feel more like 15%.

Mrs. Wilhelm then submitted to the board a proposed budget to meet this request. She explained that the 9% decrease was accomplished by first reviewing individual operating line items outside of salaries, wages and benefits. Bigger items that were cut included mosquito chemicals, vaccines and educational programs. Smaller cuts were also made in many other line items and the department will need to practice a very conservative approach to the use of supplies.

Sharon Routzon, Clerk II, will not be replaced upon retirement. Mrs. Routzon has submitted her letter of intent to retire effective January 12, 2009. Her duties will be absorbed by the remaining three staff members who currently perform clerical duties.

Dr. Mills would take a 25% cut in salary. He had immediately offered to take a reduction upon news that drastic budget cuts would need to be made. In addition, Tom Davis will be budgeted for only 100 hours for the upcoming year. This will allow him to complete 3 rounds of compliance checks for the health department's underage smoking regulation. To achieve the final needed reduction the health department will cut hours of service by ½ hour per day for a 37 ½ hour work week.

Dr. McEvoy noted the 20% increase in Worker's Compensation costs over last year and Mrs. Wilhelm explained that the city is looking at ways to curb these costs. She also added that Curt Barth from the health department is currently serving on the city's Safety Committee to help develop these strategies. Mr. Barth has his degree in Environmental, Safety and Occupational Health Management with practical experience in dealing with Worker's Comp issues. The city is also looking at cost containment measures for health insurance which has increased by 28%.

The health department's proposed budget is due to be submitted to the Administration for review by November 7, and City Council will review the budget in December. Mr. Cline asked the staff what they felt the best way to handle the ½ hour daily reduction in hours would be. The staff gave various reasons why they felt cutting the ½ hour from the end of the day would be preferable.

Mr. Alge asked how hard a line the administration will hold on each department to make a 9% cut. The mayor explained some departments may have only 2 people and will have a difficult time managing a 9% cut while some departments will be able to do more. When the department proposals come in it will be up to the mayor, the service director and the safety director to decide on the final budget. The mayor does want to avoid the idea that one department is more important than another.

**Dr. McEvoy motioned that the Board approve the budget proposal to be submitted to the administration for consideration.** Seconded by Mr. Cline. **Motion carried 4-0.**

The meeting was adjourned at 8:30 a.m.

\_\_\_\_\_, President

\_\_\_\_\_, Secretary (Deputy Health Commissioner)