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## Licking County Health Department

675 Price Road

Newark, OH 43055

Board of Health

Minutes

March 17, 2020

Call to Order — The March 17, 2020, meeting was called to order by President Neisha

Grubaugh at 6:30 PM. Members in attendance were: Dr. Scarpitti, Mary Billy, Jon Wetmore, Larry Friesel, Jim Glover, Chicky Dyer, Carole Wachtel and Shelly Ellis.

Adoption of the Agenda — Dr. Scarpitti made a motion to approve the revised meeting agenda. Second by Shelly Ellis, motion approved.

Approval of Minutes — Carole Wachtel made a motion to approve the February 18, 2020, meeting minutes. Second Dr. Scarpitti, motion approved.

Board Reorganization: Dr. Scarpitti was reappointed to a 5-year term to the Board of

Health at the recent District Advisory Council meeting. The Board of Health elects a President and President ProTempore annually in March. Joe asked for nominations for the Board of Health President.

A nomination was made by Shelly Ellis of Neisha Grubaugh for the office of President of the Board of Health. A second for the nomination of Neisha Grubaugh for President was made by Carole Wachtel.

No additional nominations were heard.

A motion to close nominations was made by Carole Wachtel, second Shelly Ellis, all in favor, motion approved.

A voice vote was conducted, all members voted in favor of Neisha Grubaugh to be President of the Board of Health, all yea, no opposed votes.

President Neisha Grubaugh asked for nominations for the Board of Health President ProTempore.

A nomination was made by Carole Wachtel for Gary Wood for the office of President ProTempore of the Board of Health. A second for the nomination of Gary Wood for President ProTempore was made by Shelly Ellis.

No additional nominations were heard.

A motion was made by Dr. Scarpitti to close nominations, second Carole Wachtel, all in favor, motion approved.

A voice vote was conducted, all members voted in favor of Gary Wood for the President ProTempore of the Board of Health, all yea, no opposed votes.

Public Comment — No public present due to the pandemic. The board meeting was provided to the public by Facebook live. Any emailed public comments will be added to the record.

Hearings- None

Community and Personal Health Report — Kari Kennedy provided a written report to the Board.

Kari provided information on cases of Listeriosis and Strep Pneumoniae.

Environmental Report and Health and Preparedness Report - Chad Brown provided a written report to the Board.

Chad described activities happening at LCHD pertaining to the Coronavirus pandemic. We have been meeting internally and with a number of partners to conduct a coordinated response based on facts and evidence. We are participating in conference calls with ODH multiple times per week and are providing information to our partners as the situation continues to evolve.

Jim Glover asked about the response time to get testing results back to the first responder supervisors. He is concerned with prompt notification if a positive test comes back and who may have been exposed. Additional information will be provided to Jim as we continue to investigate the process.

Maternal and Child Health Report - Todd Kirkpatrick provided a written report to the Board.

The Early Head Start Program has discontinued home visits through April 6.

WIC is expected to continue client services. Appointments are being conducted by telephone. The required in person visits are brief and being conducted efficiently.

Health Promotion Report - Ashley See provided a written report to the Board.

Car seats are still being distributed on an individual basis. The group class is not being conducted at this time.

Health Education programs are continuing but with less face to face interaction. Most tasks are being completed online and by telephone.

Health Commissioner Report Joe Ebel provided a written report to the Board.

Covid-19 has taken over the Health Department in terms of importance and attention. We have not had a confirmed case in Licking County at this time. Cuyahoga County as of now has the most confirmed cases. The discussion and information provided from the state officials is to demonstrate how to lower the curve of disease spread. A hospital surge is a fear. The slowing down of the disease is vitally important.

Chad, Olivia and Joe attended the Governor's COVID-19 Summit on March 5<sup>th</sup>.

Joe met with local officials recently to assist in planning for the pandemic. Conference calls have been held with township trustees and various groups. Each day information is being provided to the public in various media outlets with disease prevention instruction and disease spread data. The ODH lab now has Covid-19 testing capability, although the

eligibility for testing is still restrictive. LabCorp and Quest labs now can also do testing. The number of tests in Ohio will pick up.

Due to the fear of LCHD staff getting sick, a telework policy has been developed. We hope to implement a work from home plan in the next few days allowing the nonessential employees this opportunity.

Financial Reports and Bills -The financial reports were presented to the Board and discussed.

The February LCHD Financial Reports were approved on a motion by Carole Wachtel, second Shelly Ellis, all members voted yea, motion approved.

The February LCHD Bills were discussed and approved on a motion by Carole Wachtel, second Shelly Ellis, all members voted yea, motion approved.

Personnel: A resignation letter was presented to the Board from Tori Ivan.

A motion was made by Dr. Scarpitti to approve the resignation, with regret, from Tori Ivan. Second Carole Wachtel, motion approved.

A request was made to hire an Epidemiologist and a Health Educator to join the LCHD staff.

A motion was made by Carole Wachtel to authorize the Health Commissioner to hire an Epidemiologist and a Health Educator. Second Chicky Dyer, motion approved.

A request was made to internally post the position of Environmental Director. The new Environmental Director will begin duties upon the promotion of Chad Brown to Health Commissioner on June 1.

A motion was made by Carole Wachtel to authorize the LCHD internal posting of Environmental Director. Second Shelly Ellis, motion approve.

The Medical Director and Dental Director contracts are valid through March of 2019.

A motion was made by Carole Wachtel to approve the 2020 contract renewal of the Medical Director, Dr. Charles Marty and the Dental Director, Benjamin Jump with a 2% monetary increase on each contract. Second Dr. Scarpitti, motion approved.

Telework Policy — A Telework Policy was discussed with the Board. LCHD will attempt to lessen the disruption to the workforce and operations by allowing staff to work at an alternate location due to the Coronavirus emergency.

A motion was made by Dr. Scarpitti to approve the Telework Policy as presented. Second Mary Billy, motion approved.

Personnel Policy — Joe Ebel discussed the need for flexibility for leave requests within the LCHD personnel manual due to the Coronavirus emergency. The policy allows employees to use their sick, personnel, vacation, and comp time leave when needed as a general leave pool during this emergency. Employees may also request unpaid leave as needed.

A motion was made to approve flexibility to the LCHD personnel manual pertaining to the use of accrued leave effective the duration of the Coronavirus public health emergency. Second Carole Wachtel, motion approved.

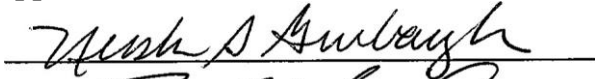
Board member comments: None

The next scheduled meeting of the Licking County Board of Health will be held

Tuesday, April 21 , 2020.

The Licking County Board of Health was adjourned at 7:31 PM on a motion by Dr. Scarpitti, Jon Wetmore second, motion approved.

Approved:



Neisha Grubaugh, Board President



R. Joseph Ebel, Health  
Commissioner



Barbara Lanthorn, Administrative Director