



Board of Health

Minutes

May 18, 2021

Call to Order: The May 18, 2021 board meeting was held with in-person attendance as well as the option to attend virtually. President Neisha Grubaugh called the meeting to order at 5:30 PM.

Members in attendance were: Dr. Patrick Scarpitti, Mrs. Neisha Grubaugh, Mr. John Wetmore, Mr. Larry Arnold, Mrs. Carole Wachtel, Mrs. Kathy Wyatt, Mrs. Chicky Dyer, and Mr. Larry Friesel. No members attended virtually.

Members absent were Mrs. Mary Billy, Mr. Gary Wood, and Mrs. Shelly Ellis.

The Pledge of Allegiance was recited.

Adoption of the Agenda:

Dr. Patrick Scarpitti made a motion to approve the meeting agenda. Second by Kathy Wyatt, all members voting yea, motion approved.

Approval of Minutes:

Dr. Patrick Scarpitti made a motion to approve the April 20, 2021 meeting minutes. Kathy Wyatt pointed out an error in a date in the Health Commissioner Report section of the minutes; the date was corrected. Second by Carole Wachtel for revised minutes, all members voting yea, motion approved.

Public Comment:

Ms. Barb Lechner of Granville, Ohio addressed the Board and asked that a video be played for the board. The video can be found at this link:

<https://www.youtube.com/watch?v=SkU75sBdjdU>.

Hearings and Variances:

a. Sunset Inn, 1060 National Road, Hebron

Brown provided an explanation regarding the proposed suspension of a Food Service Operation License for the Sunset Inn. The facility has had an ongoing issue with mice. The Sunset Inn hired a pest control company, but the issue is still not under control. The operator has 15 days to appeal the proposed suspension after notification, which was delivered May 6, 2021. Therefore, based on advice from the Licking County Prosecutor's Office, the license cannot not be suspended until 12:01 AM May 25, 2021. If the facility regains compliance before that day, pending an inspection, Brown proposes to reinstate their license. If the facility is not compliant by 12:01 AM May 25, 2021, Brown proposes to suspend the food service license until compliance is achieved. Rhonda Wesley, owner and proprietor, addressed the Board.

Resolution 2021-24 was presented to the Board to suspend the food service license of Sunset Inn should it not gain compliance with Ohio Administrative Code Rule 3717-1-



06.4(K) and Rule 3717-1-06.1(M) by 12:01 AM on May 25, 2021. Dr. Patrick Scarpitti made a motion to approve, second by Carole Wachtel, all members voting yea, motion approved.

Community and Personal Health Report:

Director of Community and Personal Health Mrs. Kari Kennedy updated the Board on COVID-19 vaccine clinics. Appointments have slowed down and LCHD has transitioned to a primarily walk-in format. Off-site clinics are being offered to schools, businesses, and senior facilities. Kennedy discussed the case of coccidioidomycosis in this month's communicable disease report. Additionally, Kennedy updated the Board on positive cases of Lyme disease from ticks.

Dr. Patrick Scarpitti followed up on his prior questions on HIV cases in the county. Brown provided an update with data from 2015 through 2019; 2020 data is not available yet from the Ohio Department of Health.

Chicky Dyer asked if school clinics were well attended. Unfortunately, registration was lower than expected. Students have been attending walk-in clinics, though, which is encouraging.

Environmental Report and Health and Preparedness Report:

Health Commissioner Brown updated the Board on the Environmental Health Specialist position. A candidate has been selected and an offer will be made tomorrow, pending a reference check. Two summer interns have been hired for the mosquito program and will start next week. A third candidate was identified and may elect to do a special project but will not be paid. Mosquito season is ramping up; the program will collaborate with an entomologist from Denison University to collect new data this year. Additionally, EH staff are preparing for summer events.

The EH clerical staff will be merged with the Vital Statistics office in the front office. This will move Maryanne Grady to the front with Patty Merriam. They will cross-train for each office. An additional clerk will be hired to work in that office. This will allow a streamlined service when the security upgrades are completed and will allow visitors to stop at only one office instead of being buzzed into the building.

Maternal and Child Health Report:

Maternal and Child Health Director Mr. Todd Kirkpatrick shared that Beth Parker has moved to WIC as a clinic assistant. She is adjusting well to the position. The 2021-2022 WIC grant application is being reviewed prior to its due date on May 24. Rachel Woods, who has taken over the Maternal and Child Health grant, has taken the reins on the program and its renewal application. According to Kirkpatrick, she has created a coalition and has done a great job spreading the word about the program. She also oversees the Cribs for Kids program and has given out 27 kits this week alone.

**Health Promotion Report:**

Health Promotion Director Mrs. Ashley See advised that several grants in Health Promotion have had renewal applications due this month. See discussed an evolving partnership with the Mental Health and Recovery Board of Licking and Knox Counties to distribute an additional 500 naloxone kits. They are to be distributed as a blitz in May and June. According to See, Kate White and Brianna Bretzfelder have done a great job so far; over the weekend, they distributed 88 kits. See currently has 10 student volunteers that are assisting with COVID-19 vaccine data entry who are a big help.

See discussed the ODMAP hotspot map, which aligns with major highways and hotels. Per zip code data, naloxone kit distribution has been targeted in Newark, Heath, and Pataskala. This is to be expected with each city's population concentration.

Health Commissioner Report:

Health Commissioner Brown reported the proposed security upgrades, which have been quoted at \$63,722.47. Siemens, who provided the current key fob system, will update the fobs and software controlling the system for an additional ~\$5,000.00. Brown has approached the Commissioners to determine if this project would be eligible for reimbursement under the American Rescue Plan funding. Additionally, the gutter project has been quoted at \$72,938 for the entire building. Brown would like to prioritize the security upgrades at this time and the Board agreed and directed Brown to move forward with the quotes presented for a total cost of \$68,365.84 to complete the security upgrade project.

Dr. Patrick Scarpitti discussed news from San Francisco, focused on increased drug overdoses and decreasing health outcomes. Dr. Scarpitti asked if a syringe exchange program is available in San Francisco, and Brown explained that there are at least five different syringe exchange programs, but it is not required to be a one-for-one exchange. Carole Wachtel discussed an article from the Newark Advocate which focused on a needle exchange program in Indiana.

With the resignation of Lindsey Humphrey and Tonya Burkholder, Hanna Kibler will be moving from EH clerical staff to replace those positions. Krista Frenton will assist Kibler with those duties and focus on the financial reporting.

To date, LCHD has administered a total of 37,222 COVID-19. As expected, some people have not returned for their second dose, which aligns with state figures. Last Thursday, LCHD administered approximately 400 vaccines to youth aged 12-15. The largest age group that has received their vaccine in the county to date is 50-59 years old. The case rate per 100,000 has dropped off; Licking County is at 53.1 cases per 100,000 as of today. Licking County is currently averaging nine new positive cases of COVID-19 per day. Brown also provided an update on the current health orders from the state and CDC. Contact tracing has been transitioned to PCG, the state-contracted group.

**Financial Reports and Bills:**

The financial reports were presented to the Board and discussed. Brown highlighted that immunization revenue is at 87% due to COVID-19 vaccine billing. The April LCHD Financial Reports were approved on a motion by Carole Wachtel, second by Kathy Wyatt, all members voted yea, motion approved.

The April LCHD Bills were presented and discussed. The bills were approved on a motion by Carole Wachtel, second by Chicky Dyer, all members voted yea, motion approved.

Contract Agreements:

Resolution 2021-23 was presented to the Board for the contract between LCHD and CareMessage. This is a contract to disperse appointment reminders to clients of the Breast and Cervical Cancer Program. No funds will be exchanged during this trial contract. Carole Wachtel made a motion to approve, second by Dr. Patrick Scarpitti, all members voting yea, motion approved.

Resolution 2021-25 was presented to the Board to tentatively contract with Smock Construction for the repair and/or replacement of the household sewage treatment system at 14941 Pinewood Trail Rd, Newark, as part of the WPCLF program. Dr. Patrick Scarpitti made a motion to approve, second by John Wetmore, all members voting yea, motion approved.

Resolution 2021-26 was presented to the Board to tentatively contract with Big Al's Services for the repair and/or replacement of the household sewage treatment system at 237 Sycamore Rd, Hebron, as part of the WPCLF program. Dr. Patrick Scarpitti made a motion to approve, second by John Wetmore, all members voting yea, motion approved.

Resolution 2021-27 was presented to the Board to tentatively contract with Beagle Hill Services for the repair and/or replacement of the household sewage treatment system at 6551 Cooks Hill Rd, Newark, as part of the WPCLF program. Dr. Patrick Scarpitti made a motion to approve, second by John Wetmore, all members voting yea, motion approved.

Resolution 2021-28 was presented to the board for the contract between LCHD and Mental Health America of Licking County. This is a contract funded through the Ohio Department of Health Tobacco Use Prevention and Cessation grant to support tobacco prevention efforts in Licking County. Carole Wachtel made a motion to approve, second by Larry Friesel, all members voting yea, motion approved.

Executive Session:

A motion was made by Dr. Patrick Scarpitti and seconded by Kathy Wyatt to enter



Executive Session to consider the Appointment, Employment, Dismissal, Discipline, Promotion, Demotion or Compensation of a Public Employee. A roll call vote was conducted.

Dr. Scarpitti:	Yes
Mrs. Mary Billy:	Absent
Mr. John Wetmore:	Yes
Mr. Larry Friesel:	Yes
Mrs. Neisha Grubaugh:	Yes
Mr. Larry Arnold:	Yes
Mrs. Carole Wachtel:	Yes
Mrs. Shelly Ellis:	Absent
Mrs. Kathy Wyatt:	Yes
Mrs. Chicky Dyer:	Yes
Mr. Gary Wood:	Absent

The Board entered Executive Session at 7:11 PM.

The Board returned from Executive Session at 7:28 PM.

No action was taken by the Board as a result of Executive Session.

Personnel:

An authorization to hire a Public Health Specialist was made on a motion by Carole Wachtel, second by Kathy Wyatt, all members voting yea, motion approved. This position will include infectious disease reporting, epidemiology, and assisting with the community health assessment. The position will fall into Pay Range 7 and will be an internal posting.

A request for Education Leave was presented to the Board from Justin Unternaher. A motion was made by Dr. Patrick Scarpitti to approve the request from Justin Unternaher and that all leave that would be required to be taken as unpaid be paid by the department, second by Carole Wachtel, all members voting yea, motion approved.

A resignation letter was presented to the Board from Lindsey Humphrey. A motion was made by Dr. Patrick Scarpitti to approve the resignation, with regret, from Lindsey Humphrey, second by Larry Friesel, all members voting yea, motion approved.

A resignation letter was presented to the Board from Tonya Burkholder. A motion was made by Dr. Patrick Scarpitti to approve the resignation, with regret, from Tonya Burkholder, second by Larry Friesel, all members voting yea, motion approved.

An authorization to hire a Clerk was made on a motion by Kathy Wyatt, second by John Wetmore, all members voting yea, motion approved.



Board member comments:

Grubaugh asked about the future of the COVID Defense Team meetings, which currently occur weekly. Brown discussed morphing those into monthly or quarterly meetings to interact with local leaders and update them on current health department activities.

The next scheduled meeting of the Licking County Board of Health will be held at 5:30 PM on Tuesday, June 15, 2021.

The Licking County Board of Health was adjourned at 8:00 PM on a motion by Dr. Patrick Scarpitti, second by Carole Wachtel, all members voting yea, motion approved.

Meeting adjourned.

Approved:

A handwritten signature in black ink, appearing to read "Neisha Grubaugh", written over a horizontal line.

Neisha Grubaugh, Board President

A handwritten signature in black ink, appearing to read "Chad Brown", written over a horizontal line.

Chad Brown, Health Commissioner

A handwritten signature in black ink, appearing to read "Anna Wollenburg", written over a horizontal line.

Anna Wollenburg, Administrative Director

*prepared by Kate Waldrop due to
AW maternity leave.*