



Board of Health

Minutes

July 20, 2021

Call to Order – The July 20, 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. Mary Billy, Mr. John Wetmore, Mr. Larry Friesel, Mrs. Neisha Grubaugh, Mrs. Carole Wachtel, Mrs. Shelly Ellis, and Mrs. Kathy Wyatt. Mr. Larry Arnold arrived at 5:45 PM.

Members not in attendance were: Mr. Gary Wood and Mrs. Chicky Dyer.

The Pledge of Allegiance was recited.

Adoption of the Agenda: Dr. Scarpitti made a motion to approve the meeting agenda. Second by Mrs. Shelly Ellis. Motion approved.

Approval of Minutes: Dr. Scarpitti made a motion to approve minutes from the June 15, 2021, meeting. The motion was Second by Mrs. Carole Wachtel, motion approved.

Introduction of Staff:

Health Commissioner Brown introduced:

New employee, Lisa Kitchen, EH and Front Office Clerk who started on 6/21/2021.

Public Comment:

Barb Lechner of Granville, Ohio addressed the board.
Chris Hawkins of Granville, Ohio addressed the board.
Caroline Cook of Newark, Ohio addressed the board.
Patricia Perry of Newark, Ohio addressed the board.

Hearings and Variances:

a. 191 Stone Creak Drive, Granville OHIO 43023

Health Commissioner Brown advised that the variance presented is for a homeowner who plans to install a garage within the standard utility distance (10-foot barrier), but the tank can still be pumped and serviced as normal. The variance is recommended by commissioner Brown.

Mr. Larry Friesel made a motion to approve, Mrs. Carole Wachtel second. All members voting yea, motion passed.



Community and Personal Health Report – Director of Community and Personal Health, Mrs. Kari Kennedy advised that we are reporting two cases of campylobacter, one among a two-year-old. There are also two cases of Hepatitis A one is an admitted drug user, while the other is a teenager who has no known exposure but is recovering well. There is a case of Salmonella among a food worker, who is now cleared and was not working at the time of infection. Data still indicates an increase in cases of Lyme Disease, with 11 of 13 cases confirmed. LCHD is continuing to monitor a suspected case of TB and the individual has been reluctant to cooperate with the disease investigation. In a similar fashion, a previous coccidia case is no longer cooperating. Mrs. Kennedy reported that several weeks ago ODH conducted a site-visit for the Vaccine for Children program who found no issues with our vaccine program and provided commendation on our vaccine efforts. Mrs Kathy Wyatt asked about the Delta variant of Covid-19, which is present in Ohio, but there is no county-specific data available at this time. ODH will continue to provide this information each week and advise us if we have a county-based case.

Environmental Report and Health and Preparedness Report – Health Commissioner Chad Brown advised that we are seeing an increase in sewage paperwork related to soil analyses and design plans. Brown advised that the Sunset Inn continues to do well during their inspections. Mosquito counts, overall, are down this year, with no West Nile Virus detected yet in Licking County. This has reduced the amount of spraying we are conducting, but the interns are doing well with the sprays we are conducting. Commissioner Brown advised that we are working with the CFLP Solid Waste District to help update their ten-year plan, which is required by the Ohio EPA. Brown provided an update and advised the Front Office and EH Office merger seems to be doing well as training continues. This was done as a way of aiding with traffic flow once the security upgrades are complete. He indicated that he met with the EH staff in previous weeks about changes that need to take place or are needed to help the program run efficiently, as performance management data had taken a back burner during our pandemic response. He also advised that he should hear in the morning about another candidate for the EH Director position. Chad showed data pertaining to Lyme Disease among several counties and advised that we had the most reported cases of Lyme Disease in the state in 2020. However, our disease rate ranks us near the bottom when compared to other counties. Our staff will increase education across the county and will provide information to healthcare providers as well.

Maternal and Child Health Report: Maternal and Child Health Director, Mr. Todd Kirkpatrick was not present at the meeting. Commissioner Brown advised that Todd continues to do well and is working to return WIC clients to in-office services. Carli DiTurno is doing well with her transition from EH and Rachel Woods continues to do well in MCHP and Cribs 4 Kids grants.



Health Promotion Report: Health Promotion Director, Mrs. Ashley See advised that a few events will be coming up. The division hosted a Car Seat Check event in June, where they checked 28 seats in 3 hours with six car seat technicians present. Kirsten Frissora, Child Injury Prevention grant coordinator and car seat tech helped put the event together. The Hartford Fair is approaching, and we plan to have three booths, WIC, Safe Communities and General LCHD. WIC and Health Education typically work together on getting those booths built, and Covid Vaccines being given at the fair on Wednesday, August 11. Pink Strides will take place on Saturday, October 2, and this will be our 14th Annual Walk for Breast Cancer. The walk will be held on the LCHD campus. There will be vendors, raffle items, and several speakers for the event. Health Education staff is working on National Overdose Awareness Day on August 31, and we are doing some outreach at the hot spots as indicated by the OD Map data. Health Educator Brianna Bretzfelder will be present at Broad Street and 310, Kate White will be present in Reynoldsburg at Taylor Road and Route 40, and we hope to have some law enforcement present who are not in uniform to help provide Naloxone kits alongside our staff for that day. Commissioner Brown presented data pertaining to overdose deaths in 2020, while Licking County is the 16th largest county by population, we had the 53rd highest overdose death rate in the state. It is believed that the addition of the Federally Qualified Health Center providing treatment will help with these rates in the county. Ashley advised that staff has been coordinating with Legend Valley Concert Venue to provide Narcan kits for their events as well. She provided an update about Health Educator Mary Richardson and Commissioner Brown attending the Newark City Council meeting about the point-of-sale information pertaining to the sale of tobacco point of sale locations, which was perceived well from an education standpoint.

Administrative Division Report: Administrative Services Director, Mrs. Anna Wollenburg advised that, while this division has not provided a report in the past, it seemed to be the right time to begin providing information about the division and the efforts of staff. Anna advised that the Front Office merger is going well and would not have been successful without the help of Hanna Kibler and Krista Frenton, who also helped staff the office while Patty Merriam was on vacation. Patty had issued around 800 birth certificates in the month of April, and we continue to see the online ordering system be used since its publishing in February. Lisa Kitchen and Maryanne Grady continue to cross train on EH, and Lisa is adjusted well to the culture at LCHD. Anna advised that Billing Clerk, Cindy Carpenter has been working to bill covid administration claims, monitoring claims approaching a 90-day timely filing deadline so that she can follow up with claims that do not have a timely filing deadline at a later time. Of the \$397,000 received in immunization billing, about \$358,000 was covid-related. Temporary Clerk, Brooklyn Stanley has been aiding in the posting of these payments as well, and Cindy continues to ensure other LCHD services are billed. Mrs. Wollenburg advised that Kate Waldrop had done an excellent job in maintaining duties while Anna was on maternity leave and continues to play a vital role in securing funding and new grants. She has also helped to fill the gap with the resignation of Tonya Burkholder and Lindsey Humphrey. Hanna Kibler continues to prove herself as an asset to the



LCHD team and has quickly caught on to fiscal related duties, and quickly jumps in to figure out any task- great or small. The state fiscal audit is underway, and the administrative team is also planning to launch a Gov Deals auction consisting of equipment that is no longer relevant to our operation. Additionally, a Record Retention project will be started to ensure we are compliant with record retention and disposal requirements.

Health Commissioner Report: Health Commissioner, Mr. Chad Brown advised that We are seeing a slight increase in Covid Cases, and we will report nearly double the cases this week versus the previous week. He explained that being fully vaccination does not keep 100% of people from contracting COVID, but it should lessen the severity. Our staff is currently providing shots in St. Louisville, and we have several community clinics scheduled based off of data provided by the Ohio Hospital Association at the Zip Code level, which will allow us to target in on population centers with low vaccination rates. We hope to achieve a 60% vaccination rate among the communities that are lowest vaccinated. Mr. Brown advised that we may have some challenges when the school year begins, but we will work with school leaders to ensure they are providing a safe environment. Board of Health member, Mrs. Neisha Grubaugh expressed that she is receiving requests asking for school aged children to have a parental choice pertaining to wearing a mask for the return to school. There are currently no restrictions with fall sporting events. Denison University will be requiring all students to be vaccinated when returning to campus and would like our assistance in vaccinating their foreign students. Chad advised that he has been working with the Fair board for the approaching event. Our security upgrade should be complete in the coming weeks. Chad also advised that he has obtained a quote from Mattingly landscape to provide services to us for mowing, and landscape as well as snow removal. Chad did not have specifics but would like to consider, in the future, having snow removal contracted out. Our grass is currently mowed by our maintenance technician, but LCHD could have a temporary intern cut the grass in the summers for a much lesser cost. Chad advised that he is an official member of the Newark Rotary Club, locally as well. Health Commissioner Brown advised that he is recommending Adam Featherling for the Public Health Guardian award. Adam helped LCHD tremendously during the Covid-19 vaccination efforts.

Mrs. Carole Wachtel made a motion to nominate Mr. Featherling for the 2021 Public Health Guardian award, Mrs. Mary Billy Second. Motion Approved.

Commissioner Brown asked if the board would like to discuss the contract for lease with Lower Lights which can be cancelled at any time with thirty days' notice. Chad reviewed the contract with the Prosecutors Office. We outlined the rent details, and the contract advised that we are not liable for incidences that could occur. Language pertaining to entry way and various construction projects was removed so that we still have use and access to the clinic. Chad advised that we had some concerns with a meeting that took



place with their staff, but their CEO was not present at that time and concerns were reviewed over the phone prior to the contract being presented to the Prosecutor

Mrs. Kathy Wyatt inquired if the elevator project was done. Commissioner Brown advised that it was ongoing. Electrical upgrades have taken place, but we continue to work with vendors on upgrading the Smoke Detector, painting, and flooring.

Financial Reports and Bills -The financial reports were presented to the board and discussed. Dr. Scarpitti asked about budget figure appearing as a deficit on the cover page. Commissioner Brown explained that it appears as a deficit because the budgeted figure has been exceeded and there is not an actual deficit.

The June LCHD Financial Reports were approved on a motion by Mrs. Carole Wachtel, second by Mrs. Kathy Wyatt, all members voted yea, motion approved.

The LCHD Bills for the month of June were presented to the board. Mrs. Kathy Wyatt asked about some advertising expense to which clarity was provided that it pertains to and is a grant requirement. Commissioner Brown also advised that the larger bill for Larry Harer was for the replacement of catalytic converters on two vehicles, as we have been victim to theft. Dr. Scarpitti motion to approve, Mrs. Carole Wachtel second. Motion approved

The following transfers and resolutions were presented to the board.

Resolution 2021-36 was presented to the board for the reimbursement of funds from 6000 Sewage to the 6003 General Fund.

Resolution 2021-37 was presented to the board for the reimbursement of funds from 6018 Body Art to the 6003 General Fund.

Resolution 2021-38 was presented to the board for the reimbursement of funds from 6017 Campground to 6003 General Fund

Resolution 2021-39 was presented to the board for the reimbursement of funds from 6016 Pools to 6003 General Fund

Resolution 2021-40 was presented to the board for the reimbursement of funds from 6015 Food to the 6003 General Fund

Resolution 2021-41 was presented to the board for the reimbursement of funds from 6014 Private Water to 6003 General Fund

Resolution 2021-42 was presented to the board for the reimbursement of funds from 6004 WIC Fund to 6003 General Fund.



Dr. Scarpitti made a motion to approve, Mrs. Kathy Waytt second, all members voted yea, approving Resolutions 36-42.

Resolution 2021-43 was presented to the board appropriate of funds from the unappropriated balance in the General fund for the purpose of transferring to GF Contingency and WIC Contingency.

Resolution 2021-44 was presented to the board for the transfer of funds from the General Fund to WIC Contingency and General Fund Contingency.

Mrs. Shelly Ellis motioned to approve, Second by Mr. John Wetmore. Motion passed, approving resolutions 43 and 44.

Contract Agreements:

Resolution 2021-45 was presented to the Board for the contract between LCHD and Central Ohio Trauma System (COTS). This contract enables LCHD to have a coalition to make informed decisions regarding preparedness and infrastructure in the county.

Mrs. Carole Wachtel made a motion to approve, second by Mrs. Kathy Wyatt, all members voting yea. Motion passed.

Resolution 2021-46 was presented to the Board for the contract between LCHD and The Ohio Department of Health which enables LCHD to provide Tobacco and Smoking Compliance and Enforcement

Dr. Scarpitti made a motion to approve, second by Mr. Larry Friesel, all members voting yea. Motion passed.

Resolution 2021-47 was presented to the Board for the contract between LCHD and the Knox County Health Department as a partnership in the Tobacco Use Prevention Grant. The contract enables funds to transfer to KCHD for their activity completion, which is first paid to LCHD.

Mrs. Carole Wachtel made a motion to approve, second by Mrs. Kathy Wyatt, all members voting yea. Motion passed.

Resolution 2021-48 was presented to the Board for the contract between LCHD and Mt. Carmel Women's Health Centers which enables LCHD to schedule a mobile mammography unit using funds from Licking County Foundation.

Dr. Scarpitti made a motion to approve, second by Mrs. Shelly Ellis, all members voting yea. Motion passed.



Resolution 2021-49 was presented to the Board for the contract between LCHD and Together We Grow Gardens as part of the Creating Healthy Communities Grant which helps complete grant objectives.

Mrs. Mary Billy made a motion to approve, second by Mrs. Carole Wachtel, all members voting yea.

Resolution 2021-50 was presented to the Board for the contract between LCHD and the Village of Hebron as part of the Creating Healthy Communities Grant which enables LCHD to complete grant objectives.

Mr. Larry Arnold made a motion to approve, second by Dr. Scarpitti, all members voting yea. Motion passed.

Resolution 2021-51 was presented to the Board for the contract between LCHD and the Village of Johnstown as part of the Creating Healthy Communities Grant which enables LCHD to complete grant objectives.

Mr. Larry Arnold made a motion to approve, second by Dr. Scarpitti, all members voting yea. Motion passed.

Resolution 2021-52 was presented to the Board for the contract between LCHD and CareMessage which enable LCHD to message BCCP clients as part of the grant program for reminders and services.

Mrs. Shelly Ellis made a motion to approve, second by Mr. John Wetmore, all members voting yea. Motion passed.

Resolution 2021-53 was presented to the Board for the contract between LCHD and CareMessage which enables LCHD to message CMH parents to schedule and remind about services for their children.

Mrs. Shelly Ellis made a motion to approve, second by Mr. John Wetmore, all members voting yea. Motion passed.

Resolution 2021-54 was presented to the Board for the contract between LCHD and Lower Lights Christian Health Center which enables LCHD to provide leased space for the purpose of a federally qualified health center.

Mrs. Carole Wachtel made a motion to approve, second by Mrs. Marry Billy, all members voting yea. Motion passed.



Resolution 2021-58 was presented to the Board for the contract between LCHD and BNM Services for the WPCLF Project at 10894 Pleasant Valley Road, NE, Fazeysburg, 43822 for \$22,057.50

Resolution 2021-59 was presented to the Board for the contract between LCHD Beagle Hill Services for the WPCLF project at 11745 Swick Holton Road, St. Louisville 43071 for \$16,944.00

Resolution 2021-60 was presented to the Board for the contract between LCHD BNM Services for the WPCLF project at 5127 Columbia Road, Pataskala, 43062 for \$6,000.

Dr. Scarpitti made a motion to approve WPCLF Resolutions, 2021-58,59 & 60, second by Mrs. Kathy Wyatt, all members voting yea. Motion Passed.

Executive Session:

A motion was made by Dr. Scarpitti and seconded by Mrs. Mary Billy to enter Executive Sessions 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:	Yes
Mr. John Wetmore:	Yes
Mr. Larry Arnold:	Yes
Mr. Larry Friesel:	Yes
Mrs. Neisha Grubaugh:	Yes
Mrs. Carole Wachtel:	Yes
Mrs. Shelly Ellis:	Yes
Mrs. Kathy Wyatt:	Yes

The board entered Executive Session at: 7:12 PM

The board returned from Executive Session at 7:54 PM. Action taken is outlined in the personnel section.

Personnel:

A Pay Scale Revision was presented to the board. Mr. Larry Arnold made a motion to accept a revised pay scale, second by Dr. Scarpitti. All members voted yea, Motion Passed.

Mrs. Carole Wachtel made a motion to accept the resignation, with regrets, of Health Educator Mary Richardson. Mrs. Shelly Ellis Second, motion passed.



Mr. Larry Friesel motioned to authorize the hiring of up to 2 Health Educators. Second by Mrs. Carole Wachtel with Dr. Scarpitti abstaining. All other members voting yea, motion passed.

Board member comments:

Resolution 2021-55 was presented to the Board to formally acknowledge the partnership and support of The Ohio State University Newark during the Covid-19 Pandemic

Resolution 2021-56 was presented to the Board to formally acknowledge the partnership and support of Central Ohio Technical College during the Covid-19 Pandemic

Dr. Scarpitti made a motion to accept, second by Mrs. Carole Wachtel. All members voting yea, approving Resolution 2021-55 and 56.

Resolution 2021-57 was presented to the Board to rescind the declaration of the Public Health Emergency

Mrs. Mary Billy, second by Mrs. Shelly Ellis. All members voting year, motion passed.

Health Commissioner Chad Brown provided thanks to the board for their involvement and engagement during the pandemic and as operations continue outside of pandemic response. Dr. Scarpitti recognized his gratitude and advised of their receptiveness to his honesty and truthfulness about the state of the health department and response.

The next scheduled meeting of the Licking County Board of Health will be held at 5:30 PM on Tuesday, August 17, 2021.

The Licking County Board of Health was adjourned at PM on a motion by Dr. Scarpitti, second by Mr. John Wetmore, motion approved.

Meeting adjourned.

Approved:

Neisha Grubaugh, Board President

Chad Brown, Health Commissioner

Anna Wollenburg, Administrative Director

