



## Board of Health

## Minutes

August 17, 2021

**Call to Order** – The August 17, 2021, board meeting was held with in-person attendance. President Neisha Grubaugh called the meeting to order at 5:30 PM.

Members in attendance were: Dr. Scarpitti, Mrs. Mary Billy, Mr. John Wetmore, Mr. Larry Arnold, Mr. Larry Friesel, Mrs. Neisha Grubaugh, Mrs. Carole Wachtel, Mrs. Shelly Ellis and Mrs. Kathy Wyatt.

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:** Mrs. Carole Wachtel made a motion to approve minutes from the July 20, 2021 meeting. The motion was Second by Mrs. Kathy Wyatt, motion approved.

**Public Health Guardian Award:** Health Commissioner Brown presented the public health guardian award to Adam Featherling of the OSU-N/COTC Campus Police for his efforts and assistance during the Covid-19 Mass Vaccination clinics held at the OSU-Newark/COTC Campus.

Health Commissioner Brown presented a letter of thanks to Dr. John Berry and Dr. William MacDonald recognizing their flexibility in the use of the OSU-Newark and COTC campus as well.

**Public Comment:** Mrs. Barb Lechner of Granville, Ohio addressed the board.

### Hearings and Variances:

#### *a. 259 Sherwood Downs, Newark*

The variance is requested for the lot distance requirement. The dry well continue to be in place, and a leach field will be installed, but will encroach on the 10' property line distance requirement. Dr. Scarpitti made a motion to approve the variance, Second by Mrs. Kathy Wyatt. Motion Approved.

#### *b. 112 Bluebird Circle, Thornville*

The variance is being requested as the driller is having a difficult time finding water and has asked to drill the well within the standard distance of the septic system. Commissioner Brown advised that the soil absorption component of the septic



system would not be impeded on by this adjustment, and the well will be 45' from the septic tank vs 50' as required. Mrs. Carole Wachtel motioned to approve, second by Mr. Larry Friesel, motion passed,

*c. 270 Overdrive Road, Newark*

This is an address where a WPCLF job is taking place. Commissioner Brown advised that the area is known for small lots which will infringe upon the property line and utility lines. Without a variance the home would have to be vacated. Mrs. Mary Billy motioned to approve, second by Mrs. Carole Wachtel. Motion passed.

Mrs. Neisha Grubaugh asked about the requirements to become a soil scientist, and those who are able to provide these services in the county. Commissioner Brown advised that there are specific requirements set by the state that must be met in order to become qualified and very few individuals do qualify; but a new person looking to become certified may be able to possess fewer qualifications if they shadow someone with an existing licensure. There is an overall lack of qualified individuals, resulting in a slow down in the soils and design work in our county and across the state.

**Community and Personal Health Report** – Director of Community and Personal Health, Mrs. Kari Kennedy advised that they are following up with several communicable disease cases. Kennedy advised that of 100 Lyme cases listed, only 5 have come back as not a case. Kari advised that they were following up with TB case last month which has been determined to be a latent case, which requires no follow-up, but another case was identified last week but we are anticipating this individual may be a latent case as well. Coordination of on-site covid vaccination clinics is on-going, as well as conducting back-to-school immunization clinics for other routine vaccines. Outside of normal operations, her staff will be working to clear and prepare the clinic space for the Lower Lights FQHC.

**Environmental Report and Health and Preparedness Report** – Health Commissioner Chad Brown advised that most of the food inspectors were at the fair last week with over 90 food trucks and vendors in operation. They used a team approach, and the entire team was able to complete all inspections in one day. Brown advised that the plumbing inspector would be off two days this week, and that Franklin County Public Health would not be able to provide staffing in accordance with our contract, so he advised the plumbing contractors of this, but will be working to find another back-up. There is a nuisance they are investigating where it is believed that only half of the house has been disposed of, and LCHD will be working with the contractor to correct the situation. LCHD was also copied on a warning letter from OEPA to Shackleford Disposal regarding an illegal transfer station being operated by the company. It appears that Shackleford has been operating beyond a legal exemption for the amount of waste that can be held at their main facility, for a specified amount of time and OEPA is working with them to resolve the issue. Commissioner Brown advised that Cheng's





Buffet closed voluntarily last week based on the number of and severity of the violations identified during a routine inspection. The operator is working with a sanitarian now to come into compliance.

**Maternal and Child Health Report:** Maternal and Child Health Director, Mr. Todd Kirkpatrick advised that WIC had their fair booth in the merchant building which provides a space to breast feed or change children. The USDA waivers are still in place, however our office is fully open and we will no longer be offering over the phone services, with the exception of services in Pataskala this month due to their street fair. He advised that some mothers are not comfortable bringing their children in, but we are working to overcome obstacles and accommodate them. Overall, caseload is down and the over the phone process requires two phone calls in addition to trying to load cards. An on-site visit is a one and done type scenario. Early Head Start is finishing their current program year and new staff member Kathy Postle is out on medical leave. Her families have been divided among the other staff members. Rachel Woods continues to do great with her grant programs and is working with Kari to become trained on the Healthy Mom and Baby program so that we can begin offering those services. Mrs. Grubaugh asked about the pack and play program which has continued through the pandemic, but had changes in years past which requires recipients to income-qualify.

**Health Promotion Report:** Health Promotion Director, Mrs. Ashley See advised that Health Education also had their fair booth and Jon Kraus with our Safe Communities Grant was there each day. In addition, the LCHD booth under the grandstand was staffed with other LCHD team members. Overall, we had positive comments from the public. Ashley advised that our Radon Grant program will continue through 2022, but will not continue thereafter. See advised that we are currently down one health educator after Mary's departure, but health educator Jon Kraus submitted his resignation today as well. Ashley and Carrie McKee, the Health Education Manager, are trying to stay afloat and Carrie is working diligently on keeping the Tobacco Grant moving along. Ashley advised that the Covid voicemail team has been reinstated. Overall, calls are up, but individuals are not leaving messages, and they are seeing 10-11 voicemails per day. Overdose Awareness Day is approaching and Bri Bretzfelder, Kate White and Olivia Biggs have been working to organize our efforts. We plan to have naloxone and information distribution sites set up for the day from 1-4 on 8/31. We also have several partners working this day and providing different information and services at other locations. Dr. Scarpitti inquired about the graph and information provided on the overdose report as it appears that the problem is worsening. Ashley advised that there is a lag due to waiting on data to be available from the coroner's office pertaining to death, and we will likely see it update soon but we do not believe there is a dramatic increase. The hot spot map looks worse as more partners continue to help with contributing to the data. Chad advised that he personally spoke with ODH Chief of Staff Lance Himes at the Governor's mansion pertaining to overdose information. Himes was receptive to meeting once the new ODH Director was appointed, and Chad will continue to work on scheduling this meeting. Ashley presented data that outlines counties with





needle exchange programs and the overdose death rates. Overall, counties with an exchange in operation see higher overdose fatalities, but ODH has advised that many of the programs have been implemented to reduce needle borne illnesses rather than prevent overdose deaths.

**Administrative Division Report:** Administrative Services Director, Mrs. Anna Wollenburg advised that, online ordering continues to pick up, and we continue to see many out of county residents come to our Vital Statistics office for same-day certificate services. In July, we saw 102 online certificate orders. With the combination of the EH Clerical and Front Office staff, training continues but the staffing combination seems to be working well. The team plans to move cabinets and organize in the coming weeks to accommodate the flow and work of both divisions. Medical Biller, Cindy Carpenter was able to address any pending and approaching 90-day timely filing insurance billing, and took some time off following that push. Covid vaccine administration continues to account for the large part of income in our immunization line. The State of Ohio Audit continues but seems to be moving along well.

**Health Commissioner Report:** Health Commissioner, Mr. Chad Brown advised that the security project has been held up by Richardson Glass as they did not have the glass in stock as quickly as anticipated. As part of the upgrades, we would like to place a film on the new doors to help make it bullet resistant. In the event of an attack, the glass will still shatter, but the bullet would be stopped. Commissioner Brown plans to approach the LC Commissioners to include this expense in our request for funding from the American Recovery Plan Act. In addition, the census has been certified, meaning that Johnstown will become a city. This will allow for a contract for the board of health to provide services and allow for a representative to be appointed on the municipality's behalf. Chief Glover will be recognized here on September 1<sup>st</sup> at noon, and we will be issuing a press release tomorrow with those details. The state budget allowed the county commissioners to form an overdose and suicide prevention committee. This legislature will appoint the health commissioner as the chair of those committees, one of which is already in place but will enable further partnership. Along those same lines, Brown advised that the county commissioners have voted to become a part of the settlement for the pharmaceutical opioid pay out, which they estimate will allot about \$60,000 a year over the course of 18 years, but there is no word on how those funds will be spent yet. The Commissioners discussed developing a committee to determine how the funds would be spent, and we volunteered to be on the committee. On the Covid forefront, the return to school has been the largest topic of concern. Chad does not believe that any schools will be requiring masks. We have gotten requests to mandate masks, but the board ultimately does not have the authority. Commissioner Brown shared a chart with data that we use to establish thresholds which will alert us to outliers or data trends, but LCHD only has a year of data in comparison to other diseases, that have several years for analysis. We are over our threshold from the previous year, and it appears that we will be over the threshold for several weeks; however, we are able to review the case data by school district and determine how





many school aged children are sick among the total cases in each district. Looking at the data from this standpoint will allow us to determine if interventions are needed to assist with keeping our school open. In addition, we have been working with the schools to release masking and quarantine guidelines and will work with the schools to quarantine individuals. Dr. Scarpitti asked about Flu vs. Covid, and Chad explained that LMH continues to plan to test for both so that numbers can accurately be reported. Mrs. Kathy Wyatt inquired about the delta variant which Chad advised is present in the county but there is about a three-week lag in knowing the variant between the lab and reporting from ODH. We are, overall, are seeing fewer hospitalizations with less severity, and fall sports appear to be a full go. Commissioner Brown advised that the elevator should be inspected soon, and the remainder of the renovation should be able to be completed following that approval. Mrs. Mary Billy inquired about the Covid Vaccine booster which should be 8 weeks following the second shot for immunocompromised and 8 months for the rest of the population, but it is not expected that this will be recommended until the vaccine is fully approved by the FDA. Third dose vaccine clinics for the immunocompromised will take place within the week. Mrs. Shelly Ellis inquired about the outreach clinics and their success and Director Kennedy advised that the outreach clinics only produced single digit immunizations with the largest being the YMCA. Mrs. Neisha Grubaugh inquired about the Moderna vaccine and Chad advised that several local pharmacies in the county have it, but we currently do not, and do not believe that we are able to order it, but this may change as third doses are recommended.

**Financial Reports and Bills** -The financial reports were presented to the board and discussed. Mrs. Neisha Grubaugh inquired about the Bio-Terrorism line in the report, which Director Wollenburg advised was a compilation of the Covid related grants but also the Emergency Preparedness Grant.

The July LCHD Financial Reports were approved on a motion by Mrs. Carole Wachtel, second by Mrs. Mary Billy. Motion Approved.

The LCHD Bills for the month of July were presented to the board. Mrs. Carole Wachtel made a motion to approve, Mrs. Shelly Ellis second. Motion approved.

A revised fee scale was presented to the board to incorporate a fee for the Healthy Mom and Baby program, and to recognize the fee associated with the administration of the 3<sup>rd</sup> Dose of the Covid-19 Vaccine. The Healthy Mom and Baby program fee would establish a set billing rate for insurance companies but is not passed to the individual if not paid. Dr. Scarpitti made a motion to approve, Second by Shelly Ellis. Motion approved.

Mrs. Mary Billy inquired about the risk level categories for the food related fees. Commissioner Brown advised that they are determined regarding a facility's potential to



cause a foodborne outbreak based on the complexity of the preparation and storage of food within the facility.

The following transfers and resolutions were presented to the board.

Resolution 2021-61 was presented for the appropriation of funds to the 6014 Refund line.

Resolution 2021-62 was presented for the appropriation of funds into the Contract Service line of the 6000 Sewage Fund.

Resolution 2021-63 was presented for the appropriation of funds into the Swimming Pool Fund for the purpose of paying State Remittance fees.

Mrs. Carole Wachtel made a motion to approve, Second by Mr. Larry Arnold. Motion Approved.

**Contract Agreements:** Resolution 2021-64 was presented to the board for the contract between LCHD and Franklin County Public Health for back-up plumbing inspector services. Mrs. Carole Wachtel motion to approve, second by Mrs. Kathy Wyatt. Motion approved.

Resolution 2021-65 was presented to the board for the contract between LCHD and Ohio Health Mother's Milk Bank to be a drop off location for donated breastmilk. Mrs. Shelly Ellis motion to approved, Mrs. Carole Wachtel second. Mr. Larry Arnold opposed; motion passed.

Resolution 2021-66 was presented to the board for the contract between LCHD and Newark City Schools enabled LCHD to provide school nursing services to St Francis De Sales. Mrs. Mary Billy made a motion to approve, Second by Mrs. Kathy Wyatt. Motion approved.

Resolution 2021-67 was presented to the board for the contract between LCHD and Newark City Schools enabled LCHD to provide school nursing services to Blessed Sacrament. Mrs. Carole Wachtel made a motion to approve, Mrs. Kathy Wyatt second. Motion approved.

**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: 7:02 PM

The board returned from Executive Session at: 7:40 PM

Action taken is outlined in the personnel section.

**Personnel:** Mr. Larry Arnold presented discussion on the Juneteenth Holiday, including its meaning and the true cost of the holiday to taxpayers. Dr. Scarpitti made a motion to approve the addition of the Juneteenth Holiday observation to the Personnel Policy, second by Mr. Larry Friesel, which will be observed annually on June 19<sup>th</sup>. The 2021 holiday will be observed on Friday, September 3, 2021. Mr. Larry Arnold opposed. Motion passed.

Dr. Scarpitti made a motion to approve the 2022 compensation plan, which will offer merit increases in 0%, 3%, 4% or 5% increments based on the performance scale in LCHD's evaluation tool. Mrs. Carole Wachtel second, motion passed.

Dr. Scarpitti made a motion to accept the resignation, with regrets of Madison Speelman, School Nurse, and Jonathan Kraus, Health Educator. Mr. Larry Friesel second. Motion passed.

Dr Scarpitti made a motion to authorization the hiring of a School Nurse and Health Educator, as well as a Clerk and Emergency Response Coordinator. Mrs. Kathy Wyatt inquired about the funding of several of the positions, which Commissioner Brown advised that the ERC and Clerk positions are grant funded by Workforce Development funds being offered by ODH. The positions would be eliminated if the ODH funding is lost. Mr. Larry Arnold seconded the motion. Motion approved.

**Board member comments:** The next scheduled meeting of the Licking County Board of Health will be held at 5:30 PM on Tuesday, September 21, 2021.

The Licking County Board of Health was adjourned at 7:48 PM on a motion by Dr.Scarpitti, second by Mrs. Mary Billy, motion approved.

Meeting adjourned.



Approved:

*Neisha D. Grubaugh*

Neisha Grubaugh, Board President

*Chad Brown*

Chad Brown, Health Commissioner

*Anna Wollenburg*

Anna Wollenburg, Administrative Director