



Board of Health

Minutes

March 15, 2022

Call to Order – The March 15, 2022 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, Mar Billy, Larry Arnold, Larry Friesel, Neisha Grubaugh, Gary Wood, Carole Wachtel, and Kathy Wyatt.

Those not in attendance were: John Wetmore, Shelly Ellis, and Chicky Dyer.

The Pledge of Allegiance was recited.

Adoption of the Agenda: Dr. Scarpitti made a motion to approve the meeting agenda as amended. Second by Kathy Wyatt. Motion approved.

Approval of Minutes: The February 2022 minutes were discussed, and an amendment was made to include that Dr. Scarpitti motioned to approve the fourth variance under letter F, with Carole Wachtel seconding. In addition, Mrs. Wachtel's last name was updated to reflect that she motioned to approve the hiring of a Health Educator in the personnel section, since her last name read as Wyatt.

Carole Wachtel made a motion to approve the amended February 15, 2022 meeting minutes. Second by Dr. Scarpitti. Motion approved with Mary Billy abstaining.

Introduction of New Staff: Health Commissioner Mr. Chad Brown introduced new staff to the board including Taunja Dudgeon, Clerk, and Kennedy Thompson, Health Educator. Both staff members were hired under the Public Health Workforce Development Grant. Taunja has been assisting with Medical Billing, Posting, and Reconciliation and Kennedy will be working in the Tobacco Program and developing a health education curriculum in the schools.

Public Comment:

Barb Lechner, of Granville, Ohio addressed the board.

Patricia Perry, of Newark, Ohio addressed the board.

Brown advised that we have been working with Newark Homeless Outreach to inform them of overdose data collected through ODMAP. Brown also expressed gratitude for their partnership with administering vaccines at the Saturday outreach events.

Board Re-organization:

Neisha Grubaugh turned the meeting over to Health Commissioner Chad Brown to run the meeting while the board presented nominations for President and President Pro-Tempore. Gary Wood motioned to open to the floor for nominations, second by Dr.



Scarpitti. Gary Wood motioned to nominate Neisha Grubaugh as President, Mary Billy second. Larry Arnold moved those nominations be closed, second by Kathy Wyatt. Motion passed unanimously, electing Neisha Grubaugh as board president.

Commissioner Brown turned the meeting back over to President Grubaugh. Gary Wood motioned to open to the floor for nominations, second by Dr. Scarpitti. Gary Wood nominated John Wetmore to Serve as President Pro-Tempore, second by Dr. Scarpitti. Larry Arnold moved those nominations be closed, second by Kathy Wyatt. Motion passed unanimously, electing John Wetmore as President Pro-Tempore.

Hearings and Variances:

- a. Variance for 204 Olde Park West, Granville was presented to the board for a temporary holding tank to be installed until the soil absorption portion of the system can be fully installed due to current inclement weather. Dr. Scarpitti motioned to approve, second by Mary Billy. Motion passed.
- b. Variance for 7666 Brownsville Road, Glenford was presented to the board for a distance requirement from a stream, as the well is currently 10 feet from the stream instead of 25. Carole Wachtel motioned to approve. Second Larry Arnold. Motion passed.
- c. Variance for 9599 Cooper Road, Johnstown was presented to the board for a temporarily holding tank to be installed until the soil absorption portion of the system can be installed, to be accompanied with a high-water alarm. Kathy Wyatt inquired how the alarm works and Commissioner Brown advised that it is attached to a float and would trip a sensor causing an alarm to go off. Larry Arnold motioned to approve, Second by Larry Friesel. Motion passed.

Community and Personal Health Report:

Director of Community and Personal Health Mrs. Kari Kennedy advised that we had been following five active TB cases, but we are down to following two. One case recently completed treatment, and another is transferring out of state. Both current cases are doing well. Kennedy advised that the reported Campylobacter cases are not tied to any known cause, and they are both doing well. The coccidia case is still under investigation. The crypto case is in a high school student who sought medical attention for dehydration but there are no specific ties. The reported Hepatitis A infections do not have a sensitive occupation and one case has been diagnosed with Hep B and C as well. A Legionella case has been reported among a person who resides at home and the infection was believed to be tied to the presence of mold in the in-home oxygen cannula. The nursing staff continues to do in-home COVID vaccinations and look forward to returning to home visits through BCMH as well as other grant work. Dr. Scarpitti inquired about the origin of the TB cases; Kennedy advised that most cases are immigrants, and some are latent cases that reactivated following some type of illness.



Environmental Report and Health and Preparedness Report:

Interim Environmental Health Director Mr. Scott Morris provided an update on the clerical situation of EH. Lisa Kitchen resigned a few weeks ago and Amanda King has moved to the EH Office and is doing well. The second position has been filled and Keely Hitchcock will be starting on March 28. Morris expressed the need to lock in and solidify the clerical staff and he looks forward to a return to normalcy ahead of the busy season. A new plumbing inspector, Brian Dixon, will be starting next Monday, March 21 and he will be working to help with any increase in inspections seen through new development throughout the county. Brown, Morris, and Indoor Program Manager Greg Chumney have been working on transitioning to a new software system to aid in the EH operations. The Food licensing renewals were completed at the end of February with a few stragglers coming in with late fees. The EH division has three administrative food reviews approaching for various reasons. Moundbuilders County Club completed a deep clean but failed to address the main issue, which was a fumigation need in a wall. EH staff will be following up in the coming weeks to develop a plan with them. Elliot's is doing well, and Sunset Inn has improved as well. Some additional administrative reviews may be coming next month for cockroach issues. Septic installations are not currently taking place due to the wet weather. Last week staff had an issue with an install that took place but was too wet. This new installer will work with us to ensure protocol is followed in the future. Sanitarian Traven Wood will be cross training in the outdoor environments in the coming months. Morris was approached by Pataskala last week for a Golf Course that would like to transition to 24 lots for a subdivision, and the review may be forthcoming in the following months. Morris advised that he was contacted by Trillium Egg farms; three of their locations are looking to install new septic systems on site. Mobile Home Park inspections are underway as well. Dr. Scarpitti inquired about New Albany and the Intel plant, which Brown advised he would touch on.

Commissioner Brown advised that we have been working on the Fallsburg Landfill with OEPA and obtained quote from an OEPA improved contractor for a syphon type system in the leachate pond that would discharge through the sediment pond and the fire pond and ultimately to a nearby stream. The quote was for \$74,000 and the remaining insurance settlement money can be used to install this system. EPA was in agreement that any engineering that takes place with the new system will be reviewed by an EPA engineer. Until then, LCHD will continue to pump the pond water levels down until the system is installed. Brown advised that we have no obligation post-closure longer than 5 years and we are currently at 7; therefore, this should fulfill our obligation.

Maternal and Child Health Report:

Maternal and Child Health Director Mr. Todd Kirkpatrick was absent from the meeting. Health Commissioner Brown advised that we were approached by Knox County to take over their WIC Program, and we have followed up with multiple questions for them. The grants would ultimately be combined, and the Knox WIC employees would ultimately become LCHD employees. We would aim to cover expenses for the program. More information will be forthcoming on this issue. Our WIC program continues to be open,



and many others still aren't open. The software system provided by ODH for WIC continues to cause problems for the program, and we have been vocal in its downfalls. We plan to re-start the Healthy Mom and Baby program since it ultimately picks up and provides education that WIC does not. Dr. Scarpitti inquired about providing oversight or consultation to another health department and Brown advised that we could potentially look into doing that for the Knox WIC Department should the need arise.

Health Promotion Report:

Health Promotion Director Mrs. Ashley See advised that we have set a date for the SASS for Breast Cancer fundraiser, which is August 21, 2022, at the Trout Club. She advised that Katie Beaver, PIO, has been helping tremendously with the event planning. See provided a recap of the SASS program and advised that the golf outing will take place on a Sunday at the Trout Club with the official name of Tee Off for Ta-Tas. Katie Beaver advised that there is a plan for advertising for this event. See advised Drug Take Back Day is on April 30 from 10 to 2 with two locations, and staff are working on a third. Newark and Pataskala Kroger have come on board, and we are hoping to get Heath Giant Eagle as well. This event has been very successful. Change Gears Bike Event is Saturday June 4 from 8 to noon. See advised that our new staff member, Kennedy Thompson, is helping with the Tobacco Program and will be helping with some school curriculum development. See discussed the overdose spikes seen the past few weeks and is thankful that the ODMAP tool is off and running. The first alert came through and we worked with partners to ensure that there truly was a spike, which, as of now, is considered three overdoses within 24 hours. Commissioner Brown advised that the surveillance system is still new, but work with community partners and the onboarding of new emergency service providers enables us to monitor the true numbers. Our alert went out on February 28. Prior to that on February 24, Franklin County sent out an alert as well, indicating the travel of product from Franklin to Licking County. On March 4, we sent out an additional surge notification. Staff distributed 137 kits over the course of two weeks, compared to 75 the prior month. We were able to pinpoint a street name without exposing the privacy of the individuals affected and worked with Newark Homeless Outreach to reach the residence. See presented the Overdose Report and the importance of seeing non-fatal overdoses as well as the fatal ones. In 2020, Licking County had 47 overdose fatalities and a confirmed 47 in 2021, but are waiting on two cases to be reviewed with the Coroner's Office. Jordan Bell and Logan Legg will be coming to present overdose information and reports to the board in April. Dr. Scarpitti inquired about drug rehab facilities being listed in the Narcan kits; See advised that we do list them and Patricia Perry advised that she does as well, but none of them are in Licking County. He also inquired about what takes place when Fire or EMS responds to a call, and Brown advised the process of logging the data is now part of their workflow along with their normal charting. Dr. Scarpitti also inquired about the funding coming from the opioid settlement. Commissioner Brown advised that he attended the One Ohio group meeting last week with County Commissioner Tim Bubb. This is a regional group and Brown and Bubb will be on the board, and the County Commissioners are able to appoint 3 other people to the Regional Board as well. Entities wishing to pursue



funding will be able to apply, and each political subdivision will receive funding based on population. The first project discussed was a regional treatment facility. Various pots of money will exist, and will be made available at the state, region, and local levels. A follow-up meeting is scheduled for April 25; the Commissioners have to ask for approval from each political subdivision, and a majority has to be obtained in order to be eligible for funding. This is a large task, but worthwhile if we can benefit our community with this funding. The purpose of the meeting was to ensure all the barriers have been checked to make our region eligible for the funding.

Administrative Services Report:

Director of Administrative Services Mrs. Anna Wollenburg advised that her staff has seen a nice reprieve from COVID-related activities. Kate Waldrop continues to do well with providing oversight on grants and meeting objectives and has been continuously monitoring the COVID grants to ensure we are capitalizing on those grant dollars. Cindy Carpenter continues to work through medical billing and feels that she may be back to normal in about six months. She has received a tremendous amount of help from new hire Taunja Dudgeon, who has been learning some of the behind-the-scenes aspects of medical billing. Patty Merriam and Maryanne Grady have been seeing less foot traffic in the Vital Statistics office as Columbus Public Health recently re-opened but have still seen foot traffic increase recently due to kindergarten registration. Wollenburg advised that a permanent record storage room has been designated, which will house documents that have a permanent retention. In addition, we will be begin researching supply ordering companies that we can implement a just in time supply system that restocks via courier and then only needs to be put away. Wollenburg advised that there is one remaining financial report for 2021, and most audit preparations are done.

Health Commissioner Report:

Health Commissioner Mr. Chad Brown advised that fentanyl test strips are classified as drug paraphernalia, but a current Senate bill has language that would declassify their use so long as the intention is good, and we are working to support the bill. Catalytic converters continue to be stolen, and we have now had fuel stolen from one of our vehicles. We are hopeful we can pursue funding for increased security. Brown advised that he spoke at a Pataskala City Council meeting with Pataskala Board of Health representative, Kathy Wyatt, last month and he committed to speak to Heath City Council. Pataskala has offered office space in City Hall for LCHD to establish a western office, and we will continue to pursue this opportunity. Brown will be meeting with the City Administrator of New Albany on Thursday to continue the discussion of New Albany joining the Licking County Health District and to discuss the Intel project.

Brown advised that the District Advisory Council meeting is set for March 17 at noon. It was supposed to be last week, but we had a technology issue so DAC Chairman Dave Miller decided to meet in person at LCHD instead.



Brown advised the customer service slogan contest has stemmed from continuing to provide good public and customer service and he wants to ensure that it is at the forefront of our mission. As part of this process, slogan submissions were submitted by staff as part of a contest, and the board members will choose their favorite slogan so that we can use it on shirts and for various activities at LCHD.

Brown advised we received two public records requests, one of which has been fulfilled and was nearly 8,000 pages, and it was in regard to several businesses in Granville and the Village of Granville's administration. The second has requested any email between LCHD employees, Licking Valley administrators, and their board members. Brown is working with the law firm that requested the information and the Prosecutor's Office to ensure that the request is properly fulfilled.

Brown lastly provided an update on COVID cases, which have fallen dramatically. We will continue to track cases closely, and we are hopeful the worst of the pandemic is behind us. He also advised that other states have seen increases in the bird flu cases in large flocks at egg facilities. Ultimately, this means large numbers of these flocks are killed to control the spread of the disease. Brown wanted to make the Board aware of this issue due to Trillium Farms operating in the northwest portion of the county.

Financial Reports and Bills:

The financial reports were presented to the board and discussed.

The February 2022 LCHD Financial Reports were approved on a motion by Carole Wachtel, second by Kathy Wyatt, all members voted yea, motion approved to file for audit.

The February 2022 LCHD Bills were presented and discussed. Carole Wachtel motioned to approve, second by Mary Billy. Motion passed. Dr. Scarpitti inquired about the Home Depot purchase. Commissioner Brown advised that was a flooring purchase for the WIC lobby, which has not been replaced since the 1990's.

The 2023 Preliminary Budget was presented to the board by Health Commissioner Brown. Carole Wachtel motioned to approve, second by Larry Arnold. Motion passed.

Prior to moving to the resolutions, Brown advised that he is proposing to pay for the staff's professional credentials/licenses. To do so, the Board would need to amend the Personnel Policy. This idea was submitted by staff at the 2021 Professional Development Day and would ultimately cost the agency approximately \$3,100 annually. A motion was made to amend the Personnel Policy to include the payment of professional credentials/licenses by Carole Wachtel, Kathy Wyatt second. Motion carried.



Resolution 2022-12 was presented to the board for the transfer of funds from the General Fund to Capital Projects and Contingency. We would only be approving the contingency transfer, as there was pending language being reviewed stemming from 2018 when the Capital Projects fund was originally created. Larry Arnold motioned to table the resolution, Gary Wood second. Motion passed, allowing for time to review language with the Prosecutor.

Contract Agreements:

Resolution 2022-13 was presented to the board to approve the contract between LCHD and the City of Newark Engineering Department, which would enable LCHD to increase walkability in the community as part of the CHC grant. A motion to approve was made by Mary Billy, Kathy Wyatt second. Motion passed.

Resolution 2022-14 was presented to the board to approve the contract between LCHD and Local Matters, which would enable LCHD to have a mobile farmers market as part of the CHC grant to increase access to healthy foods during the growing season and determine where the van should be in food deserts. Kathy Wyatt made a motion to approve, Dr. Scarpitti second, with Larry Arnold abstaining. Motion passed.

Resolution 2022-15 was presented to the board to approve the contract between LCHD and Medical Director Dr. Charles Marty, which would enable LCHD to function under his medial licensure with a 3% increase from the prior years. Carole Wachtel motioned to approve, second by Larry Arnold, motioned passed.

Resolution 2022-16 was presented to the board to approve the contract between LCHD and Dental Director Dr. Benjamin Jump, which would enable LCHD to function under his licensure to provide dental sealants and bill for the placement of sealants with no raise. Dr. Scarpitti motioned to approve, second by Gary Wood. Motioned passed.

Resolution 2022-17 was presented to the board to approve the contract between LCHD and C&H Enterprises to complete the syphon system for the Fallsburg Landfill. Dr. Scarpitti motioned to approve, Carole Wachtel second. Motioned approved.

Resolution 2022-18 was presented to the board to approve the WPCLF Contract between LCHD and BNM Services.

Resolution 2022-19 was presented to the board to approve the WPCLF Contract between LCHD and BNM Services.

Resolution 2022-20 was presented to the board to approve the WPCLF Contract between LCHD and Performance Fields and Landscape.

The WPCLF resolutions were approved as a group, with a motioned to approve by Carole Wachtel, second by Kathy Wyatt, motion approved.



Executive Session:

A motion was made by Dr. Scarpitti and seconded by Carole Wachtel 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 to enter and exit the session.

Dr. Patrick Scarpitti	Yes
Mr. Larry Arnold:	Yes
Mr. John Wetmore:	Yes
Mr. Larry Friesel:	Yes
Mrs. Neisha Grubaugh:	Yes
Mrs. Carole Wachtel:	Yes
Mrs. Shelly Ellis:	Yes
Mrs. Kathy Wyatt:	Yes
Mr. Gary Wood:	Yes

The board entered Executive Session at: 7:21 PM

The board returned from Executive Session at 8:10 PM on a motion by Larry Friesel, second by Carole Wachtel. Motion Approved.

No action taken as a result of the executive session.

Personnel:

The resignation of Clerk Lisa Kitchen was presented to the board. A motion was made by Dr. Scarpitti to approve the resignation, second by Mary Billy, all members voting yea, motion approved.

Authorization to hire a Full-Time Plumbing Inspector, two Environmental Interns, and a Summer Intern was presented to the board. A motion was made by Dr. Scarpitti, second by Larry Arnold. Motion approved.

Authorization to hire a Full-Time Clerk was presented to the board and approved on a motion by Carole Wachtel, second by Larry Friesel. Motion approved.

Board member comments:

The next scheduled meeting of the Licking County Board of Health will be held at 5:30 PM on April 19, 2022.

The March 2022 Licking County Board of Health was adjourned at 8:12 PM on a motion by Dr. Scarpitti, second by Mary Billy, motion approved.



Meeting adjourned.

Approved:

Three handwritten signatures are written over horizontal lines. The first signature is for Neisha Grubaugh, the second for Chad Brown, and the third for Anna Wollenburg.

Neisha Grubaugh, Board President

Chad Brown, Health Commissioner

Anna Wollenburg, Administrator Director

