



Board of Health

Minutes

October 18, 2022

Call to Order – The October 18, 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, Mary Billy, John Wetmore, Larry Arnold, Neisha Grubaugh, Carole Wachtel, and Kathy Wyatt

Those not in attendance were: Larry Friesel, Gary Wood, 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 passed.

Approval of Minutes: The September 2022 minutes were presented and discussed. A motion to approve was presented by Carole Wachtel, second by Mary Billy, motion passed. Dr Scarpitti abstained.

Introduction of New Staff: Health Commissioner Mr. Chad Brown introduced new staff member Zoe Tyler, REHSIT who is working in the Food Program. Zoe has done well this far, and we look forward to her continued success in the program. Commissioner Brown also introduced Miranda Johnson, WIC Health Professional to the board who was in her third week of work and is doing well, bringing the WIC Program back to full staffing. New employee Natasha Thompson was staffing an event in the Pataskala area and will be introduced next month.

Public Health Guardian Award: The Public Health Guardian Award for 2022 was presented to Carolyn Carnes of the Licking County Prosecutor's Office for her dedication and response to LCHD during times of heightened need before, after and during the pandemic.

Public Comment:

Barb Lechner of Granville, Ohio addressed the board.

Commissioner Chad Brown address comments made by Ms. Lechner regarding the difference between the state's OneOhio Commission and the local OneOhio committee. There are questions whether the state's Commission is considered a public body and if their meetings are open to the public. This is not the case for our local committee. The local committee has held several meetings, all of which were public meetings, and the remaining meetings will be open to the public as well.

Hearing and Variances: None.



Community and Personal Health Report: Director of Community and Personal Health Mrs. Kari Kennedy provided a written report to the board. Dr Scarpitti inquired about the current active TB case count. Kari explained that we have six and will be losing three this week; but are awaiting testing to confirm another case. Carole Wachtel inquired about which Covid vaccine we are providing, and Kari confirmed that we only have Pfizer.

Environmental Health Report:

Outdoor Environmental Director, Scott Morris presented a written report. There were no questions about Scott's report.

Indoor Environmental Health and Quality Director, Greg Chumney provided a written report to the board. Dr. Scarpitti inquired about the Green Belt Trainings mentioned in Greg's report. Greg explained that we had received grant funding for staff members to be trained on quality improvement with four projects stemming from this funding that focuses on quality improvement and process efficiency.

Maternal and Child Health Report: Maternal and Child Health Director, Todd Kirkpatrick provided a written report to the board. Kathy Wyatt inquired about a glitch at an Abbott infant formula production plant and Todd advised the plant is Columbus, but the issue should affect only a small amount of formula provided through WIC. A recall was issued due to a concern with canister sealing and posing a risk of spoiling.

Health Promotion Report: Health Promotion Director, Ashley See provided a written report to the board. Dr. Scarpitti inquired the graphic on the overdose report. Ashley advised that not all the overdoses listed in the report are fatal and the report outlines the number of doses of naloxone that were issued. September had zero fatalities. Dr. Scarpitti inquired about the data for the fatalities and Ashley confirmed it was on a several month delay.

Administrative Services Report: Director of Administrative Services Anna Wollenburg provided a written report to the board. No questions were posed by the board. Commissioner Brown advised that the audit report was finalized with no changes.

Health Commissioner Report: Health Commissioner Mr. Chad Brown provided a written report to the board and advised Franklin County Public Health has reached out and asked for us to handle plumbing permits and inspections in certain areas their jurisdiction. We have streamlined some workflows in the plumbing program and would have the capacity to expand. Board members agreed that Commissioner Brown should pursue an agreement with FCPH regarding plumbing inspections. Larry Arnold shared pictures from the Lost Lands Festival from an ariel view which outlined the campsite areas and boundaries of the venue. This event brings food vendors from all over the United States with only about 5 of the 70 being from the Ohio. John Wetmore advised he had heard of several homeowners allowing individuals to camp on their property.



Chad also presented pictures of the newly opened Pataskala office and outlined to the board members the layout of the office.

Financial Reports and Bills:

The financial reports were presented to the board and discussed. Mary Billy inquired what the American Rescue Plan was to which we advised it was part of Covid funding and some monies straggled over into 2022 from 2021. Dr. Scarpitti inquired about the C&DD Disposal Fund, and Chad advised that the syphoning work was completed, and we have paid a contractor to mow the facility one last time. The Ohio EPA has released us of any continued maintenance on the property. The September 2022 LCHD Financial Reports were approved on a motion by Carole Wachtel, Kathy Wyatt second. All members voted yea, motion passed.

The August 2022 LCHD Bills were presented and discussed. Mary Billy inquired about the company named RobinTek, which Chad advised was a portion of the website fee to maintain a rolling feed linked from social media. Dr. Scarpitti inquired about a \$25,000 expense from the Sewage Fund, and Chad explained it was a WPCLF Job and that those funds have been exhausted for this year, but we are awaiting \$150,000 in funding for the next year. Carole Wachtel presented a motion to approve, second by Mary Billy. Motion passed.

A revised Fee Scale was presented to the board for an update to the ServeSafe Course Fee which is a required course for food service operations and retail food establishments. We ultimately pay for the supplies for the course but have started hosting these on a larger scale at an off-site venue and need to rebound from the cost expansion. Dr. Scarpitti motioned to approve the revision on an emergency basis, expanding the fee from \$100 to \$150. Second by Kathy Wyatt. Motion Passed.

Contract Agreements:

Resolution 2022-73 was presented to the board to approve an extension of Early Head Start Services for the 2022/2023 Program Cycle that allows us to conduct early intervention visits which has a total award amount of \$282,240.00. A motioned was presented by Carole Wachtel, second by Kathy Wyatt. Motioned Passed..

Resolution 2022-74 was presented to the board to approve a contract with the Baldwin Group which provides the HDIS software that the agency uses for receipting funds, as well as some Environmental Health programs. The contract would cover the next year. The contract was for \$2,212.65. A motioned was presented by Carole Wachtel, second by Kathy Wyatt. Motion passed.

Executive Session: A motion was made by Dr. Scarpitti and seconded by Mary Billy 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
Mrs. Mary Billy	Yes
Mr. John Wetmore:	Yes
Mr. Larry Arnold:	Yes
Mrs. Neisha Grubaugh:	Yes
Mrs. Carole Wachtel:	Yes
Mrs. Kathy Wyatt:	Yes

The board entered Executive Session at: 6:03 PM

The board returned from Executive Session at 7:19 PM on a motion by Dr. Scarpitti second by Carole Wachtel. With the roll call vote above reflecting the entrance and exit of the session.

Action taken is outlined in the Personnel Section.

Personnel:

- a. A Revision to the LCHD Personnel Policy was presented to the board and the proposed changes were discussed. Resolution 2022-75 was presented to encompass the proposed changes. A motion was made by Dr. Scarpitti to approve, Kathy Wyatt Second. The approval includes amending Section 4.05 (Flexible Schedule) as proposed to allow for the use of the leave described in the Section to 2 times per quarter rather than 4 times. Motion passed.
- b. The 2022/2023 Compensation Plan was presented to the board. Dr Scarpitti motioned to approve the presented merit raises, second by Carole Wachtel. An additional motion was presented by Dr. Scarpitti to approve the one-time bonus pay, second by Mary Billy. Motion passed.

Board member comments: Neisha Grubaugh advised that she and John Wetmore would be absent from the November meeting. The board decided to keep the meeting date of November 15, 2022. The December meeting will be moved up one week to December 13, 2022.

The next scheduled meeting of the Licking County Board of Health will be held at 5:30 PM on November 15, 2022.

The October 18, 2022 Licking County Board of Health was adjourned at on a motion by second by, motion approved. Meeting adjourned 8:07 Dr. Scarpitti, Second by Mary Billy.

LICKING COUNTY
HEALTH DEPARTMENT


Approved:



Neisha Grubaugh, Board President



Chad Brown, Health Commissioner



Anna Wollenburg, Administrative Director

