



## Board of Health

## Minutes

November 15, 2022

**Call to Order** – The November 15, 2022, board meeting was held with in-person attendance. Dr. Patrick Scarpitti called the meeting to order at 5:30 PM in lieu of President Neisha Grubaugh and President Pro-Tempore, John Wetmore who were absent from the meeting.

Members in attendance were: Mary Billy, Larry Arnold, Larry Friesel, Dr. Scarpitti, Gary Wood, Carole Wachtel, Kathy Wyatt. Shelly Ellis arrived after the approval of the variance around 5:35 PM.

Those not in attendance were: Neisha Grubaugh, John Wetmore and Dr. Chicky Dyer.

The Pledge of Allegiance was recited.

**Adoption of the Agenda:** Carole Wachtel made a motion to approve the meeting agenda as amended, Second by Kathy Wyatt. Motion passed.

**Approval of Minutes:** The October 2022 minutes were presented and discussed. A motion to approve was presented by Mary Billy, second by Carole Wachtel, Gary Wood and Larry Friesel abstained. Motion Passed.

**Introduction of New Staff:** Health Commissioner Mr. Chad Brown introduced new staff member Natasha Thompson to the board. Natasha has been staffing our Pataskala office for about six weeks and has been assisting with Environmental Health when the Pataskala office is not open. Natasha is doing well in her position and advised that she distributed 54 Covid test kits on Monday and received positive feedback from the individuals that stopped. We are hopeful that this distribution will help get the word out about the presence of the office.

**Public Comment:** None.

### Hearing and Variances:

- a. 285 Upson Downs Road, Newark OHIO 43055. The variance is being presented for the replacement of a septic system on a small lot that does not meet the distancing requirement. A motion was made by Mary Billy to approve, Carole Wachtel Second. Motion Passed.

**Community and Personal Health Report:** Director of Community and Personal Health Mrs. Kari Kennedy provided a written report to the board. She advised that there were few changes from her written report and that we are still following three active TB cases. Logan Legg has been tasked with the follow-up of those cases and does a great job. Kari explained that we have no confirmed cases of Measles, but we do have residents that are considered close contacts of the positive cases in Franklin County. The cases



are considered community spread and we will monitor the contacts as required. There have been few flu cases showing on the report thus far but plenty of other viruses presenting with respiratory symptoms are circulating.

**Environmental Health Report:**

Indoor Environmental Health and Quality Director, Greg Chumney provided a written report to the board but was absent from the meeting. Health Commissioner Chad Brown advised that there were no dramatic changes to the Food EEP List and that all facilities are responding well to their improvement guidelines. Chad advised that Greg recently finished the Food Cost Methodology. Chad indicated last year we lowered the Mobile Food Service Fee due to issues caused by the pandemic. We anticipate the fee will go increase to the same level as it was prior to the pandemic. The fee will be presented to the board at a later time.

Outdoor Environmental Director, Scott Morris presented a written report. Scott Advised he had few updates off of his report. He explained he and Chad are part of the County's Water and Wastewater Infrastructure study taking place and we are looking forward to the results. At this time, surveys are taking place and being distributed to residents. The survey is ultimately targeted toward residents who are not connected to public sewer and water systems.

**Maternal and Child Health Report:** Maternal and Child Health Director, Todd Kirkpatrick provided a written report to the board. Todd advised they have now had two WIC participants use our new Uber Health transportation service. Rachel Woods is working to ensure this service continues to run smoothly before pushing it out to services beyond WIC. If successful, she will train other staff members regarding how to provide the vouchers for use. In addition to MCHP related work, Rachel just trained Natasha on the distribution of safe sleep kits through the Cribs for Kids grant, so they can be distributed to families from our Pataskala office. Todd explained he shared the chart of enrollment numbers on his written report for WIC which outlines the numbers since 2009 and demonstrates their steady decline. He advised this is an issue across the country and we are not alone. However our program has had several months in a row with increased enrollment.

**Health Promotion Report:** Health Promotion Director, Ashley See provided a written report to the board and advised that her staff attended the Health Educators Institute at Maumee Bay. She advised that several staff members will be attending the National conference in March. Ashley indicated the car seat program will be fully turned over to Kirsten Frissora after years of coordinating it herself. Ashley advised we have four car seat techs on staff, which is great and helps fill the void in times of down staffing, and the need for this service is still very present. Kathy Wyatt inquired about the Art and Advocacy group and Ashley explained we have Health Educators working with the YES Club students to create a message for point-of-sale tobacco distribution that will combat the message of using Tobacco and promote not using it. The stores ultimately have to





agree with artwork that is created by the students. Dr. Scarpitti inquired about the DOP report, specifically about Fentanyl being 53% of the drugs causing overdoses. He also inquired if we have any data on AIDS, Staph infections related to abscesses, Endocarditis, and Hep C. Kari explained Hep C is reported to the state, but we do not have data on abscesses and endocarditis. Columbus Public Health follows all AIDS and HIV cases in central Ohio, but we can pull AIDS/HIV data from the ODH Data Warehouse. Lower Lights has offered to potentially provide wound care to individuals at Newark Homeless Outreach that may need assistance. In addition, Chad advised we will be starting a Vaping Prevention program at Heath, Granville and Northridge and presentations started this week.

**Administrative Services Report:** Director of Administrative Services Anna Wollenburg provided a written report to the board. The board did not have any additional questions about the written report, but did inquire about the location of the roof leak mentioned in the report. Anna advised it is centrally located and evident in the landing for the elevator and stairs on the third floor. We are hopeful the repairs will work and we are evaluating this prior to repairing any plaster or proceeding with painting. In addition, Anna explained that this is typically a slow time of year before things wrap up and get started again in the new year. The presentation and approval of the 2023 budget is what really gets things moving, and prompts figures to be entered into new systems, followed by the creation of new spreadsheets and reports.

**Health Commissioner Report:** Health Commissioner Mr. Chad Brown provided a written report to the board and advised the changes to the personnel policy have been well received and he continues to meet with staff about the changes. Chad explained he is meeting with Kari and Todd on Friday in an effort to plan expanded services in Pataskala. He provided kudos to Natasha, adding that she has been very versatile and has been willing to learn. We have issued birth certificates and plumbing permits from the new office, and the covid test kit distribution was well received. Chad provided an update about plumbing assistance requested by Franklin County Public Health in New Albany and Jefferson Township in the Gahanna area. We feel confident we could assist, and he is working on a contract with them. Chad has a meeting with the health commissioner for Franklin next week to discuss in further detail. The contract will be brought to the board for approval. Commissioner Brown advised that we are being sued by a gentleman from Newark, but we have no record of any interaction with the individual and advised that he and Carolyn Carnes will be attending a hearing next week. He will also be in court next week related to a longstanding dispute regarding a property in Union Township. The property contains a house that does not have access to a septic system. The tenant had vacated the property about a year ago but is now allegedly living on the property again. From a state level, there was a hearing in the Senate today and there have been talks in recent years about how ODH and ODA evaluate Environmental Health Specialist conducting inspections regarding food safety. The committee passed Senate Bill 338, which is designed to apply common sense to the evaluation process. The Senate is scheduled to vote on the bill on November 16,





2022. We plan to start offering additional training, which includes Stop the Bleed (STB) and Hands On CPR. Stephanie Bennett, Public Health Nurse, is a certified STB trainer, and we have plans to train a back-up. We would like to offer it at least once a month with one evening course per quarter. In addition, Curtis Feland, Health Educator, is a certified CPR trainer and he will begin offering Hands on CPR training this winter. Chad advised he will be sending out a document to the staff and to the board that highlights feedback that we received at the Professional Development Day conducted in October which outlines how staff concerns have been addressed. Mary Billy provided feedback advising that she likes the meetings Chad has been having with new staff members.

### **Financial Reports and Bills:**

The financial reports were presented to the board and discussed. The October 2022 LCHD Financial Reports were approved on a motion by Carole Wachtel, Kathy Wyatt second. All members voted yea; motion passed.

The October 2022 LCHD Bills were presented and discussed. Kathy Wyatt presented a motion to approve, second by Gary Wood. Mary Billy inquired about a payment to the Trout Club and was advised this covers the expenses associated with Professional Development Day. All members voted yea; Motion passed.

A revised Fee Scale was presented to the board for the addition of the Stop the Bleed training course fee of \$75 is being presented for approval as an emergency provision. The fee will not be charged for training courses offered to the general public. It will only be charged for businesses wishing to train their employees. A motion was presented by Carole Wachtel, Kathy Wyatt second. Motion passed as an emergency provision.

The 2023 Budget was presented to the board. A copy of the budget was provided to each member of the board and Chad provided a line by line review for each fund. Dr Scarpitti inquired about the disposal of C&DD with demolition and expansion in the county, and Chad outlined several different locations that receive the waste, all of which are out of the county. A motion to approve the 2023 budget was presented by Larry Arnold, Larry Friesel second. Motion passed.

Resolution 2022-76 was presented to the board for the appropriation of funds in the 6019 Capital Projects fund in to the 5312 Contract Service Line. Carole Wachtel motioned to approve, second by Mary Billy. Motion approved.

Resolution 2022-77 was presented to the board for the reimbursement of funds from C&DD to the General Fund

Resolution 2022-78 was presented to the board for the reimbursement of funds from the Solid Waste Fund to the General Fund



Resolution 2022-79 was presented to the board for the reimbursement of funds from the WIC Fund to the General Fund

Resolution 2022-80 was presented to the board for the reimbursement of funds from the Private Water Fund to the General Fund

Resolution 2022-81 was presented to the board for the reimbursement of funds from the Food Safety Fund to the General Fund.

Resolutions 2022-77 through 2022-81 were approved as a group on a motion presented by Shelly Ellis, second by Kathy Wyatt. Motion approved.

**Contract Agreements:**

Resolution 2022-82 was presented to the board to enter into an agreement with the Veggie Van of Licking County which will enable LCHD to purchase supplies as part of an agreement for the Creating Healthy Communities grant to achieve grant objectives. A motion to approve was presented by Mary Billy, Shelly Ellis second. Motion approved.

Resolution 2022-83 was presented to the board to enter into an agreement with Family Health Services of Each Central Ohio which will enable LCHD to distribute naloxone kits and achieve grant objectives as part of the Drug Overdose Prevention grant. A motion to approve was presented by Carole Wachtel, second by Kathy Wyatt. Motion approved.

Resolution 2022-84 was presented to the board to enter into an agreement with the CFLP Solid Waste District for the lease of space, with a 4% increase from the previous year. A motion to approve was presented by Shelly Ellis, second by Carole Wachtel. Motion passed.

Resolution 2022-85 was presented to the board to enter into an agreement with the Cherry Valley Hotel which will enable LCHD to provide ServSafe classes at the site during 2023. A motion to approve was presented by Larry Friesel, second by Carole Wachtel, motioned approved.

**Executive Session:** Was not requested by health commissioner or board of health.

**Personnel:**

- a. The COVID Paid Leave Policy was presented to the board as an extension of the existing policy. The policy provides an additional 80 hours of emergency leave to staff members who have tested positive for COVID-19, have been exposed to a person with COVID-19, or are seeking diagnosis for COVID-19. A motion was presented by Larry Friesel, second by Carole Wachtel. Motion passed.
- b. A notice of resignation for Hanna Kibler, Special Projects Coordinator, was presented to the board. Chad commended Hanna for her performance over the



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past three years. A motion to accept the resignation with regret was presented by Mary Billy, second by Shelly Ellis. Motion approved.

- c. Health Commissioner Chad Brown presented an Authorization to Hire an Accreditation Coordinator. In addition, a request to hire two part-time intermittent interns to assist with Measles and TB case investigation. A motion to approve both positions was presented by Kathy Waytt, Gary Wood second. Motion approved.

**Board member comments:** None.

The next scheduled meeting of the Licking County Board of Health will be held at 5:30 PM on December 13, 2022.

The November 15, 2022 Licking County Board of Health was adjourned at 6:35 PM on a motion by Mary Billy second by Shelly Ellis, motion approved.

Approved:

 Dr. Scarpitti in lieu of Neisha Grubaugh,  
President and John Wetmore, President Pro Tempore

Chad Brown, Health Commissioner

 Anna Wollenburg, Administrative Director