



Board of Health

Minutes

February 21, 2023

Call to Order – The February 21, 2023, 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 Friesel, Neisha Grubaugh, Carole Wachtel and Kathy Wyatt. Shelly Ellis joined the meeting at 5:36 PM and Larry Arnold joined the meeting at 5:42 PM.

Those not in attendance were Gary Wood, and Chicky Dyer.

The Pledge of Allegiance was recited.

Adoption of the Agenda: Dr. Scarpitti, made a motion to approve the updated meeting agenda, Second by Kathy Wyatt. Motion passed.

Approval of Minutes: The January 2023 minutes were presented and discussed. A revision was made to add John Wetmore to those members in attendance, and a date was updated to reflect 2023 instead of 2022 on the final page. A motion to approve was presented by, Carole Wachtel, Larry Friesel Second. Motion passed.

Introduction of New Staff: Health Educator, Kiersten Jay was introduced to the board. She is in her second week of employment and will be working in the DOP Program.

Public Comment:

Barb Lechner of Granville, Ohio addressed the board.

Program Spotlight: Rachael Belford was unable to present due to illness and the presentation was postponed.

Hearing and Variances:

- A. Public Hearing- A hearing regarding increasing the Mosquito Adulticide Price Per Mile rate for Political Subdivisions was held. The program has been running under the same fee since 2001. The fee is proposed to be increased from \$26 per mile to \$28 per mile. The entities that contracted with our department last year have been notified of the fee increase and the hearing. A motion to approve was presented by Shelly Ellis, John Wetmore second. Motion passed.

Commissioner Brown indicated the fee would be published in the Advocate in accordance with the Ohio Revised Code, and would become effective 10 days after the date it was first published. The fee will run in the Advocate for 2 consecutive weeks as required by the Ohio Revised Code.



Community and Personal Health Report: Director of Community and Personal Health Mrs. Kari Kennedy provided a written report to the board and provided a dashboard from Columbus Public Health with the HIV and Syphilis dashboard of cases for all of 2022. There were 3 HIV cases in March 2022, with none in December and none thus far in 2023. Our HIV case counts seems to be fairly consistent, but Kari will request year over year data for future meetings. Kari advised that she attended the Licking Memorial OB survey with ODH, and she wanted to note that they had no maternal deaths since 2019 in all deliveries with only one unexpected fetal death in 2022, which is quite exceptional for any hospital. Kennedy noted that we had 2 cases of Malaria which were contracted outside of the country. We have two current TB cases, one of those cases came on last month, had been sick once before and is responding well to treatment. The case of Yersinia was among a young person who reported eating pork at a taco restaurant in Columbus.

Environmental Health Report:

Indoor Environmental Health and Quality Director, Greg Chumney provided a written report to the board and advised that they are finishing up the food year on target and all inspections will be done on time. Mary Billy inquired about the risk levels associated through the EEP report, and Greg explained the risk level is associated with the risk associated with the food being prepared and served. Kathy Wyatt provided kudos to the tick program that is being developed and that we are doing a customer service survey to ensure that we are serving the public in a way that works for them. Greg advised that doing so allows us to build improvement processes within based off customer driven data. Dr. Scarpitti inquired about Food Safety classes for Mobile Food trucks, and Greg provided insight advising that a checklist has been added for the vendors and we license over 150 food trucks. Greg advised he worked with the Newark Division of Fire to partner on the fire code inspection aspect for these operators as well. All operators are provided with a basic manual to refer to but we want to be collaborative and help people. Mobiles can be registered in another county and we inspect them when they are set up here. Mary Billy inquired about the use of hair nets and Greg explained that the code is pretty vague as it requires hair be restrained.

Outdoor Environmental Director, Scott Morris presented a written report, but was absent from the meeting. Dr. Scarpitti inquired about the water well with high PH levels and Chad explained we are working to determine the issue associated with the well as the water runs clear, and after time bacteria will develop in a filter, and a glass of water will cloud up. The homeowner has worked with the driller to drill a new well, and there is confidence in the new well location. We continue to work with ODNR and ODH to determine how contamination might be taking place, but the address is not located close to any landfills.

Maternal and Child Health Report: Maternal and Child Health Director, Todd Kirkpatrick provided a written report to the board and provided an update on the WIC Software Vendor convention that he attended last week. The State of Ohio is writing



their request for proposals and when posted, software companies will review it and submit proposals to the state. Some companies are presenting existing systems that are active, some are active but have not been adopted, and some companies don't have a product but are willing to build one for Ohio. The software review process Todd participated in was very helpful, but the process is drawn out because each step of the review process has a certain amount of time associated with it. The RFP should be to ODH for review by the first of April. Todd is glad it is moving forward and that he is more aware of the process taking place. Dr. Scarpitti inquired about a formula recall and Todd advised that it is a Soy product recall produced in August and September of last year, and the size of the recall is not yet known, but the information has been published.

Health Promotion Report: Health Promotion Director, Ashley See provided a written report to the board and advised she determined today what the date of the Tee Off For Tata's event will be June 25th of 2023. Last week, Jordan Bell, our current DOP coordinator was at the Coroner's Office and determined that we had 56 overdose deaths in 2022, an increase of 9 from the previous two years. Neisha inquired about intentional overdoses, and Ashley advised that she did not believe there were any intentional in this past year. Dr. Scarpitti inquired about the rate of overdose deaths per 100,000 or if we had any population increases, but that data was not known at this time. Mary Billy congratulated Ashley on being nominated for the CE committee for OSOPHE, and Ashley advised it was going well, but is very busy. Dr. Scarpitti provided thanks to Kari and Ashley for working with the coroner and external agencies to gather data. John Wetmore inquired if staff are required to provide a synopsis following out of state travel and Chad explained that we have never required this in the past, but most staff do reconvene and share information with coworkers. Ashley advised that she would be happy to provide a presentation following the upcoming convention that some health educators are attending.

Administrative Services Report: Director of Administrative Services Anna Wollenburg provided a written report to the board and advised that all quotes for the insurance claim have been obtained, and we are awaiting payment from the insurance company. Now that WIC is done being painted, painting in the 3rd Floor Conference room has started. Wollenburg advised that reports with Wilson, Shannon and Snow have been reviewed, and a link has been sent so that the filing in the Hinkle System may take place, which triggers to the auditor of state to start the audit process. As spring approaches, we are obtaining unofficial quotes for mulching and mowing. Several months ago a contract was signed for updated copy machines, which have all been installed. Wollenburg provided insight into a process that takes place as part of our audit, which reviews our compliance with Ohio Sunshine Laws through the StaRS reporting system, and since inception, we have had the highest rating. Carole Wachtel inquired about the theft of Catalytic Converters, and Wollenburg advised three of the same vehicles have been getting hit, but unless they are stolen at the same time, the loss is not worth filing on an insurance claim. The same trucks belonging to the Building Code Department are hit as well, and Chad has worked with the EMA to place a camera watch tower to monitor this



activity. Chad explained that moving forward, we will try to place the vehicles inside, but allowing staff to drive them home presents as a tax benefit, so additional solutions may need to be reviewed.

Health Commissioner Report: Health Commissioner Mr. Chad Brown provided a written report to the board and advised that he attended the Regional OneOhio Opioid Settlement meeting in Delaware. He indicated the state OneOhio Foundation is looking for a director and hopes to have leadership in place early in the 4th quarter. He explained the region determines how money is divided, and the manner in which entities apply for grants, which would ultimately require state review. Each county will have a member on the review board. He advised a meeting was held locally, and the County Commissioners have received roughly \$200,000. The local committee is discussing how to use the funding within Licking County. Other entities, including the cities, villages and some townships, have received funding independently as well, but their activities may be separate from the local committee. The local committee is comprised of Chad Brown, Kay Spergel, Mental Health and Recovery for Licking and Knox Counties, Tricia Moore, Newark City Law Director, Monica Stanley, representing the public, Tim Bubb, County Commissioner and Mark Evans, Etna Township Trustee. Outside of the current funding, the county should receive approximately \$61,000 per year for 18 years. Other companies are working on settlements as well, but it's unclear as to how much additional money may be distributed to the county. Dr Scarpitti inquired about the budget bill, and the funding that is currently made available to local health departments. Chad explained, if the funding remains in the bill, it can be used in a variety of ways, which would include initiatives driven by the CHA and CHIP would support the initiatives. Chad advised that Representative Miller is on the finance committee, and Chad has already reached out to him to advocate to keep the funding in the bill. Brown provided an update on the new Employee Recognition Program for LCHD staff, which allows staff members to recognize other staff members for doing an outstanding job or going above and beyond to help a customer. Additionally, Chad discussed the department's new Customer Service Philosophy, which doubles down on our commitment to customer service. Staff members recognized as part of the program will have their name entered to be drawn for a \$25 gift card at the end of each quarter. He explained that we would provide a certificate to these staff members at Professional Development Day and provide a list to the board each quarter. Chad advised we are looking at two capital projects replacing the gutters and downspouts and replacing the rubber roofs on the top of the building. In addition, we are discussing glass break sensors and moving forward with that project from last year. Chad advised the strategic plan meeting for board members will be forthcoming and inquired about the board's availability for a special meeting and it was decided to begin this process in April. Chad advised that he would speak with the prosecutor about how to best publish the meeting as the time may change, but should be on the same date.



Financial Reports and Bills:

The financial reports were presented to the board and discussed. The January 2023 LCHD Financial Reports were approved on a motion by Carole Wachtel, Kathy Wyatt second. All members voted yea; motion passed.

The January 2023 LCHD Bills were presented and discussed. Carole Wachtel presented a motion to approve, Kathy Wyatt second. Mary Billy inquired about a bill for Sanofi, which was advised to be vaccines. Dr. Scarpitti inquired about a payment to Pataskala which was the annual lease payment and Shelly Ellis inquired about the payment to Pro Rider which is for bike helmets for the Child Injury Prevention grant. All members voted yea; Motion passed.

Resolution 2023-06 was presented to the board for the appropriation of funds totaling \$14.89 in the Private Water Systems Fund for the purpose of covering the 2023 Worker's Comp expense. A motion to approve was presented by Carole Wachtel, Larry Frisel, second. All members voted yea; motion approved.

Contract Agreements:

Resolution 2023-07 was presented to the board to enter into a contract with the Ohio EPA which will enable LCHD conduct the WPCLF Program. A motion to approve was presented by Dr. Scarpitti, Shelly Ellis Second. All members voted yea; motion approved.

Resolution 2023-08 was presented to the board to enter into a contract with the Claggett and Sons Construction for \$1,971 which will enable LCHD to have repairs to the basement completed following the freezing of the sprinkler head. A motion to approve was presented by Mary Billy, Carole Wachtel second. All members voted yea; motion passed.

Resolution 2023-09 was presented to the board to enter into a contract with the Licking County Coroner's Office for \$10,000 which will able LCHD to implement the Drug Overdose Prevention program, and complete initiatives through the compilation of data and evaluation. A motion to approve was presented by Shelly Ellis, second by Dr. Scarpitti.

Executive Session: An executive session was not requested by the board or the health commissioner.

Personnel:

- A. Personnel Policy Revision. A revision to the personnel policy was presented which would correct the wording of Memorial Day, being on the 4th Monday, to Memorial Day being on the last Monday in May. Dr Scarpitti motioned to approve, second Mary. All members voted yea; motion passed.



- B. Authorization to Hire. An authorization to hire two Summer Interns for the Mosquito Program was presented to the board. A motion to approve was presented by Carole Wachtel, second by Kathy Wyatt. All members voted yea; motion passed.
- C. Out of State Travel Request. An Out of State Travel Request was presented to the board For Curt Feland, Jordan Bell, and Logan Legg to attend the Public Health Improvement Training and National Network of Public Health Institutes conference, Washington, DC, May 7-12, 2023, Bri Perkins to attend the Mobile Market Summit, Chapel Hill, North Carolina, March 12-14, 2023 and Todd Kirkpatrick to attend the National WIC Conference, San Diego, California, May 1-4, 2023. A motion to approve was presented by Larry Friesel, second by Mary Billy. All members voted yea; motion passed.

Board member comments:

Dr. Scarpitti inquired about the building maintenance AEP expense. Anna Wollenburg advised she had been monitoring the expense, which returned to normal in the month of February.

Chad advised that we are continuing to look at systems for a better tracking mechanism for projects and building maintenance and are using the free version now, but the board is likely to hear more in the future.

Neisha provided kudos to Kathy Wyatt for the presentation she provided to Pataskala city council for health department activities conducted in 2022.

Carole Wachtel advised that she was thankful for Chad's attendance at the Community Partner's Council and his responses to the questions posed to him.

The next scheduled meeting of the Licking County Board of Health will be held at 5:30 PM on March 21, 2023.

The February 21, 2023, Licking County Board of Health was adjourned at 7:04 PM on a motion by Dr. Scarpitti, second by Mary Billy, motion approved.

Approved:

Neisha Grubaugh, Board of Health President

Chad Brown, Health Commissioner

Anna Wollenburg, Administrative Director