



## Board of Health

## Minutes

May 16, 2023

**Call to Order** – The May 16, 2023, board meeting was held with in-person attendance. President Neisha Grubaugh called the meeting to order at 5:31 PM.

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

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

The Pledge of Allegiance was recited.

**Adoption of the Agenda:** Dr Scarpitti made a motion to approve the amended meeting agenda, Kathy Wyatt Second. All members voted yea. Motion passed.

**Approval of Minutes:** The April 2023 minutes were presented and discussed. A motion to approve was presented by Carole Wachtel, Mary Billy Second. Motion passed.

### **Public Comment:**

Barb Lechner of Granville, Ohio addressed the board.

Patricia Perry of Newark, Ohio addressed the board.

**Featured Program:** Rachael Belford provided a highlight to the board of the Food Safety Training that she provides at the Licking County Justice Center.

### **Hearing and Variances:**

a. A hearing for Out County Level 1 Certification in Food Protection Class fee was presented to the board which will enable our trainers to offer the training to out of county facilities at \$150.00 per class. Dr. Scarpitti motioned to approve, second by Larry Friesel, which was adopted as an emergency. Motion approved.

b. A hearing for the afterhours Sewage Treatment Inspection fee was presented to the board as we have received some requests for these outside of normal business hours. The fee was proposed at a rate of \$150 outside of normal business hours or on the weekend on an emergency basis, which will be paid over the phone or via credit card and not to the inspector. A motion to approve on an emergency basis was presented by Dr. Scarpitti, Carole Wachtel second. Motion passed.

c. A variance was presented for 131 4<sup>th</sup> Street, Newark for a household sewage treatment system (HSTS) distancing requirement for a replacement HSTS that is currently failing, and the does not allow for much space. The distance requirement is ten feet, and the system is proposed to be 8 feet from the home. Dr. Scarpitti motioned to approve, second by Kathy Wyatt. Motion approved.





**Community and Personal Health Report:** Director of Community and Personal Health Mrs. Kari Kennedy provided a written report to the board and advised that we have acquired another TB patient since the month prior and the family has been very easy to work with. Kari indicated a Candida Auris case on the Epi report and advised that this type of yeast infection that was found due to some testing that the patient prior to a procedure. Contact tracing takes place to see who the individual may have been in contact with, and the fungus typically spreads in hospital settings and can be drug resistant with a high mortality rate. This case has been transferred to Franklin County due to their current residency status.

**Environmental Health Report:**

Outdoor Environmental Director, Scott Morris presented a written report to the board and advised that mosquito spraying is starting this Thursday given that the calibration goes well tomorrow. We have a temporary camp at Legend Valley coming up as well. Kathy Wyatt inquired about the mosquito dunks we are providing to the public, and Scott explained that it is a type of larvicide that can be placed in standing water.

Indoor Environmental Health and Quality Director, Greg Chumney provided a written report to the board and advised that Dragon China in Johnstown will be here for an administrative review tomorrow. If there is no progress, they will be closed as an emergency with the intention of bringing them to the board. If they are in compliance, they can re-open before that takes place. Dr. Scarpitti inquired about Lee's Famous Recipe Chicken, and Greg explained he believes their issues are related to staffing, and that each location experienced a violation at different, but coinciding times, which makes them still appear on the report.

**Maternal and Child Health Report:** Maternal and Child Health Director, Todd Kirkpatrick provided a written report to the board and advised that the WIC grant application is due next Tuesday. Chad has reviewed the budget and the other documents are being reviewed internally as well. The award amount has decreased about \$1,500 but the caseload is increasing. The ODH management evaluation started today, and we have exceeded her expectations thus far. Todd attended a conference in San Diego with ten reps attending from Ohio. He advised that a lot of good information was shared, and he plans to implement some of them and also get the group of ten back together to discuss what they would like to do and change moving forward.

**Health Promotion Report:** Interim Health Promotion Director, Brianna Perkins Provided a written report to the board and was introduced to the board by Chad Brown. In addition, Bri advised that Katie Beaver shared some SASS events that are taking place including external fund-raising events, that includes the golf outing at the end of June. Bri advised of a change on the DOP report which indicates changes on the drugs listed on the report as some items were metabolites of fentanyl. Kierstin Jay, the DOP coordinator, did indicate that in her most recent visit to the coroner's office a toxicology report containing Xylazine was present. Chad indicated that we are not currently giving





out fentanyl testing strips, but we have been distributing naloxone kits. Dr. Scarpitti inquired about the HIV numbers and Chad indicated that we are provided those numbers by the state, but it is typically a year in arrears.

**Administrative Services Report:** Director of Administrative Services Anna Wollenburg provided a written report to the board and advised that the River Rock project will include the laying of weed matt, and explained that we will be sure to blow out debris continually and spot treat for weeds as needed. In addition, Wollenburg advised the 2<sup>nd</sup> floor kitchen is being painted, and new flooring is being laid. If there are enough leftovers, the 3<sup>rd</sup> floor kitchen will be replaced as well. Basement cleaning is taking place and we are in the process of ridding the building of unwanted items and Chad is in the process of reviewing the new disposal policy created by Taunja Dudgeon. Lastly, Wollenburg advised the charge for Get R Done Tree Service was for two trees that had to be removed during windstorms previously in the year.

**Health Commissioner Report:** Health Commissioner Mr. Chad Brown provided a written report to the board and advised that we are in the process of planning a tabletop event with Heath City Schools that will be staged as a mass overdose event at the district wrestling tournament with several other local agencies participating. This will be held Friday, June 23 in Heath from 9 to noon. Dr. Scarpitti inquired about follow up after the incident at LMH and Chad advised that they had an after-incident report and made some changes on their side, but we are not directly involved in these discussions. Chad provided an update on the budget bill and explained that the dry well language should not be included and the additional funds for public health will likely not come back in either. Kane Learning will be back to continue the Strategic Planning on Thursday and the interactions between our staff and theirs have been very positive. Chad advised he is on the One Ohio regional Expert Panel, and he will be attending the panel's first meeting next Wednesday. Chad advised he and Kari met with *A Kid Again*, who is wishing to expand in Licking County, and they are interested in joining the CHIC, and we look forward to working with them in the future. Katie Beaver will be graduating from the Community Leadership Class on Friday and Katie has done a great job jumping in on several projects. He also advised that he and several other staff members attended the Lower Lights ribbon cutting ceremony. Lastly, Chad advised that we are working on updating more branding and logo information in various areas of the health department in conjunction with the updated mission, vision, and values from the Strategic Planning information.

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

The financial reports were presented to the board and discussed. Kathy Wyatt inquired about the inflation of the miscellaneous income line and Anna Wollenburg advised that when the funding in the CFLP grant decreased, they paid out Mohammad Khan's unused vacation, which exceeded the budgeted amount. In addition, she inquired about the United Way and Licking County Foundation lines, which contain \$0.00, but the Auditor's Office likes for us to keep lines in place in the event that we are funded again





in the future. The April 2023 LCHD Financial Reports were approved on a motion by Carole Wachtel, Kathy Wyatt second. All members voted yea; motion passed.

The April 2023 LCHD Bills were presented and discussed. Carole Wachtel presented a motion to approve, Mary Billy second. All members voted yea; Motion passed.

Resolution 2023-46 was presented to the board to the board for an appropriation of funds in the 6003 General Fund. \$50,000 for both Grant Supplies and Grant Contract Services were present. Mary Billy motioned to approve, second by John Wetmore. Motion passed.

#### **Contract Agreements:**

Resolution 2023-32 was presented to the board to enter into an agreement with Huntington National Bank which will enable LCHD to utilize their procurement card services due to the balance limitations with the existing card. A motion to approve was presented by Carole Wachtel, second by Kathy Wyatt. Motion Passed.

Resolution 2023-33 was presented to the board to enter into an agreement with Claggett and Sons Construction which will enable LCHD to replace the ADA entrance door that is in disrepair. A motion to approve was presented by Larry Friesel , seconded by Dr. Scarpitti . Motion Passed.

Resolution 2023-34 was presented to the board to enter into an agreement with Claggett and Sons Construction for the replacement of the flooring in the ADA entrance to the building. A motion to approve was presented by Larry Friesel , seconded by Dr. Scarpitti . Motion Passed.

Resolution 2023-35 was presented to the board to enter into an agreement with Claggett and Sons Construction which enables LCHD to have new gutters and downspouts installed in the building. A motion to approve was presented by Larry Friesel , seconded by Dr. Scarpitti . Motion Passed.

Resolution 2023-36 was presented to the board to enter into an agreement with Durable Slate Company which will enable LCHD to have work completed on areas of the slate roof on the building. A motion to approve was presented by Shelly Ellis, seconded by Kathy Wyatt. Motion Passed.

Resolution 2023-37 was presented to the board to enter into an agreement with All Weather Systems which will enable LCHD to have the flat roof above the elevator shaft replaced. A motion to approve was presented by Carole Wachtel, seconded by John Wetmore. Motion Passed.



Resolution 2023-38 was presented to the board for Showcase Lawn and Landscape which will enable LCHD to have the mulch removed from flower beds and replaced with river rock. A motion to approve was presented by Kathy Wyatt, seconded by Dr. Scarpitti. Motion Passed.

Resolution 2023-39 was presented to the board for the Ohio State University of Newark which will enable LCHD to utilize a portion of their parking lot for an upcoming event. A motion to approve was presented by Carole Wachtel, seconded by Shelly Ellis. Motion Passed.

Resolution 2023-40 was presented to the board for MentiMeter i which will enable LCHD to utilize voting presentation features for seminars and training sessions. A motion to approve was presented by Shelly Ellis, seconded by Carole Wachtel. Motion Passed.

Resolution 2023-41 was presented to the board for Licking Valley Driving school which will enable LCHD to execute the Drive to Succeed program in partnership with the driving school. A motion to approve was presented by Dr. Scarpitti, second by Shelly Ellis. Motion Passed.

Resolution 2023-42 was presented to the board for Licking County Sheriff's Office which will enable LCHD to provide an incentive to the office for helping with the Tobacco Compliance Audits required as part of the Tobacco grant. A motion to approve was presented by Carole Wachtel, seconded by John Wetmore. Motion Passed.

Resolution 2023-43 was presented to the board for the Ohio Department of Commerce which will enable LCHD to receive reimbursement for conducting the inspections of Mobile Home Parks for the 2024/2025 year. A motion to approve was presented by Dr. Scarpitti, seconded by Carole Wachtel. Motion Passed.

Resolution 2023-44 was presented to the board for Jack's Septic which will enable LCHD to implement the WPCLF program at 1515 Ditmoor Stroll. A motion to approve was presented by Dr. Scarpitti, seconded by Carole Wachtel. Motion Passed.

Resolution 2023-45 was presented to the board for Smock Construction which will able LCHD to implement the WPCLF program at 2839 Mounts Road, Alexandria. A motion to approve was presented by Dr. Scarpitti, seconded by Carole Wachtel. Motion Passed.

**Executive Session:** A motion was made by Dr. Scarpitti and seconded by Kathy Wyatt 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 Friesel:	Yes
Mrs. Neisha Grubaugh:	Yes
Mrs. Carole Wachtel:	Yes
Mrs. Shelly Ellis:	Yes
Mrs. Kathy Wyatt:	Yes

The board entered Executive Session at: 6:50 PM

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

No action was taken as a result of the session.

**Board member comments:**

Commendation was provided on the operation of the plumbing program and the amount of time it takes to issue permits.

The next scheduled meeting of the Licking County Board of Health will be held at 5:30 PM on June 20, 2023.

The May 16, 2023 Licking County Board of Health was adjourned at 7:23 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