



## Board of Health

## Minutes

June 20, 2023

**Call to Order** – The June 20, 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, 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:** Carole Wachtel made a motion to approve the amended meeting agenda, Kathy Wyatt Second. All members voted yea. Motion passed.

**Approval of Minutes:** The May 2023 minutes were presented and discussed. Dr. Scarpitti inquired about the result of Dragon China as well as the HIV numbers. A motion to approve was presented by Dr. Scarpitti, second by Shelly Ellis. Motion passed.

### **Public Comment:**

Barb Lechner of Granville Ohio addressed the board.  
Patricia Perry of Newark, Ohio addressed the board.

### **Hearing and Variances:**

- a. A hearing for the creation of a Car Seat Training fee was held to establish a rate of \$150.00 for agencies requesting training which would help cover the cost associated with such training. A motion to approve the fee as an emergency provision was presented by Larry Friesel, second by Dr. Scarpitti. Motion Passed.
- b. A hearing to approve the Drive to Succeed Participation Fee was held to establish a fee of \$10.00 which helps to cover the administrative costs of the program and if scheduled drives do not take place, which LCHD still has to pay for. A motion to approve the fee as an emergency provision was made by Dr. Scarpitti, second by Shelly Ellis. Motion passed.
- c. A hearing was held for the declaration of a public nuisance via Resolution 2023-60 at 1344 Sportsman Club Road, Newark, OHIO 43055. The structure is dilapidated. If the board approves the nuisance, the township can also declare it a nuisance, tear it down, and assess the fee onto the taxes of the property. A motion to approve was presented by Dr. Scarpitti, second by Kathy Wyatt. Motion Approved.





**Community and Personal Health Report:** Director of Community and Personal Health Kari Kennedy provided a written report to the board and advised that we can tell people are back to traveling outside of the country as GI related illnesses are stemming from that travel. The CPCRE cases listed on the Communicable Disease report stem from a nursing home and education has been provided by our agency as well as ODH via site visit. Kari pointed out the Salmonella and Shigella case resulted from travel taking place in Indonesia. The individual was also positive for three other non-reportable GI related illnesses. It was determined that the source of illnesses stemmed from a water source used for bathing, drinking, and washing of their dead. The infant botulism case was in a seven-month-old, and it is unknown where the child contracted the illness. The child is now home and doing well. Neisha Grubaugh inquired about the flu vaccines in May and Kari indicated that they continue to offer the vaccine year-round, and infant flu vaccines are counted in this category as well. All TB cases are doing well, and the antibiotic resistant case reports are feeling the best they have in years.

**Environmental Health Report:**

Outdoor Environmental Director Scott Morris presented a written report to the board and advised that the Shoreham Drive area has been an issue for quite some time. The area is problematic as most of the homes are using a dry well as a sewage treatment system, and they are now failing. A public sewer line runs behind the Newark City Schools building which provides access to these homes via an easement provided by NCS. Neisha inquired about ticks at Licking Valley Schools and Scott advised that LCHD Epidemiologist Adam Masters has been working with the nurse there to determine the source and if it was related to the school grounds or if the children arrived at school with them. Dr. Scarpitti inquired about West Nile cases and Scott advised that we have not seen any cases yet and spraying has been slow.

Indoor Environmental Health and Quality Director Greg Chumney provided a written report to the board and advised that remediation and continued inspection at Dragon China are going well. Grace Hall visited last week and saw zero pests. Traven is visiting Coffee Shack with Zoe in Heath as we are still seeing mice droppings throughout the facility. If the issue is not remedied, an administrative review will be scheduled with Chad before coming to the board. Greg advised he is working on food cost methodology and sees the potential need to increase the fees, which has not been done since 2004. Should we need to do so, we will proactively talk to food operators who may have concerns prior to having any hearings. Mary Billy inquired about the definition of PIC and Greg advised that is the Person in Charge. Neisha Grubaugh provided commendation for food inspections being on track and Kathy provided commendation for the turnaround time on issuing plumbing permits.

**Maternal and Child Health Report:** Maternal and Child Health Director Todd Kirkpatrick provided a written report to the board and advised that there are discussions at the federal level pertaining to WIC funding and advised that what is being proposed





does not cover the costs of the program. Todd anticipates that we will return to the pre-pandemic levels of funding for mothers and children, and if the funding levels are low, we may return to waitlists which have not been in use since the 80's. The National WIC Association is encouraging the local projects to reach out to the federal level and voice their concerns about the funding. John Wetmore inquired about the graph Todd provided pertaining to caseload and explained that numbers have been decreasing since 2009 when the financial crisis occurred. Kathy inquired about the market nutrition packs and Todd explained that they are given once per year to be used at the local farmer's markets to purchase local fresh produce and herbs. Chad advised that he provided a performance management presentation this morning and explained that it always surprises people that we are tracking the WIC program on the level that we do.

**Health Promotion Report:** Interim Health Promotion Director Brianna Perkins provided a written report to the board and advised that we were waiting to hear about the OHIZ funding but confirmed that we have officially received \$156,000. We will provide programming in improvement areas that were expressed as needing review or intervention, identified through our previous survey. In addition, she advised the DOP report for the Naloxone Overdose reversals now include reports from first responders which we have been receiving since April. Neisha inquired about current overdose fatalities. There are currently 8 known overdose deaths, and this is tracking well below previous years. Dr. Scarpitti inquired about Carbon Dioxide showing as a substance related to overdoses and Bri advised that it may show as a substance on the report, as toxicology reports typically show all substances in the system at time of death but was willing to find out what it may be related to.

**Administrative Services Report:** Director of Administrative Services Anna Wollenburg provided a written report to the board and did not have any further information to provide. Several board members provided praise for how nicely the river rock looked since being installed and Chad Brown provided kudos for the process and manner in which maintenance related projects were progressing.

**Health Commissioner Report:** Health Commissioner Chad Brown provided a written report to the board and advised that he went to the Township Association meeting on Saturday and was able to meet Representative Claggett and is hopeful to meet with him again in the future. We are waiting for a response from ODH as to whether we received funding for a mobile clinic and should hear around July 1. If ODH does not fund the project, we may come back to the board to ask to purchase a van of some sort to provide mobile services. The state budget bill will now go to conference committee to gain concurrence and should be passed by June 30. The tabletop exercise we have been planning for several months will be this Friday at 9 AM and we are participating alongside several other agencies. We are looking into the process with the schools and their access and utilization of naloxone. Chad advised the Community Health Improvement Committee met on Friday and have nearly finalized the goals of the committee. In addition, the Strategic Planning process has gone well so far, and he





provided praise to Kane Learning. Chad also provided a snapshot of revenue lines and how the flow of funds can be anticipated from a year over year perspective. Dr. Scarpitti asked about the City of Johnstown and their representative to the board and Chad advised that he has reached out to them. They currently have a lot of development activity and are working through planning for the future. Kathy Wyatt inquired about gaining access to the tabletop exercise, and Chad advised he would have to email the board with that information.

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

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

The May 2023 LCHD Bills were presented and discussed. Dr. Scarpitti inquired about a larger payment made to Anna Wollenburg. Anna advised that it was for reimbursement of postage expenses at a time when the machine was out of postage and the credit card limit was maxed out. She advised that the new credit card was received so this should not happen again. Dr. Scarpitti also inquired about payment to Logan Legg, and it was advised that this was for her 2023 Tuition Reimbursement, as well as a higher Home Depot bill which was for general building maintenance project supplies. Carole Wachtel presented a motion to approve, second by Mary Billy. All members voted yea; motion passed.

Resolution 2023-47 was presented to the board for the appropriation of funds in the 6003 General Fund, Refunds line for the termination of the CN Grant Contract with ODH. A motion to approve was presented by Dr Scarpitti, second by Mary Billy. Motion Passed.

Resolutions 2023- 48 through 2023- 55 were approved as a batch. Carole Wachtel presented a motion to approve, second by Kathy Wyatt. Motion approved.

Resolution 2023-48 was presented to the board for the reimbursement of funds from the 6004 WIC Fund to the 6003 General Funds.

Resolution 2023-49 was presented to the board for the reimbursement of funds from the 6014 Private Water Fund to the 6003 General Funds.

Resolution 2023-50 was presented to the board for the reimbursement of funds from the 6015 Food Safety Fund to the 6003 General Funds.

Resolution 2023-51 was presented to the board for the reimbursement of funds from the 6016 Swimming Pool Safety Fund to the 6003 General Funds.



Resolution 2023-52 was presented to the board for the reimbursement of funds from the 6017 Campground Fund to the 6003 General Funds.

Resolution 2023-53 was presented to the board for the reimbursement of funds from the 6018 Body Art Fund to the 6003 General Funds.

Resolution 2023-54 was presented to the board for the reimbursement of funds from the 6000 Sewage Fund to the 6003 General Funds.

Resolution 2023-55 was presented to the board for the reimbursement of funds from the 6001 Fund to the 6003 General Funds.

**Contract Agreements:**

Resolution 2023-56 was presented to the board to enter a contract with Knox Public Health which would enable LCHD and KCH to provide backup Epidemiological services in the event of disease outbreak which is required for accreditation. A motion to approve was presented by Dr. Scarpitti, second by Shelly Ellis. Motion approved.

Resolution 2023-57 was presented to the board to enter a contract with Ohio Event Medical Service which would enable LCHD to provide naloxone to the medical service provider that is on site at Legend Valley Concert and Event venue. There was discussion about allowing our staff to distribute to at the event, with two staff members as well as a Sheriff's Deputy present. This would facilitate providing concert goers with naloxone. The contract will require the service to report the number of doses administered. A motion to approve was presented by Dr. Scarpitti, second by Carole Wachtel. Motion passed.

Resolution 2023-58 was presented to the board to enter a contract with Beagle Hill Services for the purpose of the WPCLF program at 10240 Third Street, Brownsville OHIO 43721. A motion to approve was presented by Shelly Ellis, second by John Wetmore. Motion passed.

Resolution 2023-59 was presented to the board to enter into a contract with the Ohio Department of Health which would enable LCHD to conduct smoking workplace violation complaints and receive payment for them. A motion to approve was presented by Dr. Scarpitti, second by Carole Wachtel. Motion passed.

Resolution 2023-61 was presented to the board to enter a contract with Cherry Valley Hotel and Conference Center which would enable LCHD to conduct the ServSafe classes at their venue in July. A motion to approve was presented by Larry Friesel, second by Carole Wachtel. Motion passed.





Chad advised that he forgot to discuss this during his report, and reported to the board that the Fallsburg Landfill is for sale and explained that he has reached out to the prosecutor's office to ensure that deed restrictions are in place and to learn if any further remediation or legal obligation would be required of LCHD but has not heard back.

**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 Friesel:	Yes
Mrs. Neisha Grubaugh:	Yes
Mrs. Carole Wachtel:	Yes
Mrs. Shelly Ellis:	Yes
Mrs. Kathy Wyatt:	Yes

The board entered Executive Session at: 6:32 PM

The board returned from Executive Session at 6:55 PM on a motion by Dr. Scarpitti, second by John Wetmore with the roll call vote above reflecting the entrance and exit of the session.

No action was taken as a result of the session.

**Strategic Plan Update:**

Cassie Kane of Kane Learning presented an update to the Mission, Vision, and Values to the board, as well as an update to the Strategic Priorities and Action Items to the board. She advised that everything should be finalized for their approval by next month.

**Personnel:**

- a. Authorization to hire a BCCP Case Manager was presented to the board. A motion to approve was presented by Dr. Scarpitti, second by Mary Billy. 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 July 18, 2023.



The June 20, 2023 Licking County Board of Health meeting was adjourned at 7:22 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

