



Board of Health

Minutes

July 18, 2023

Call to Order – The July 18, 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, Neisha Grubaugh, Carole Wachtel, and Kathy Wyatt.

Those not in attendance were Larry Arnold, 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 amended meeting agenda, second by Kathy Wyatt. All members voted yea.

Approval of Minutes: The June 2023 minutes were presented and discussed. Dr. Scarpitti presented a correction to Todd Kirkpatrick's Maternal and Child Health report to correct a word from discussions to discussions. A motion to approve was presented by Carole Wachtel, second by Mary Billy. Motion passed.

Introduction of New Staff: Health Commissioner Chad Brown introduced Kimberly Bentley as our new BCCP Case Manager, who has been with LCHD a little over a week and all is going well. Commissioner Brown also introduced Emily Eichhorn, who is a new Health Educator working in the Integrated Harm Reduction Program and started on July 3. Emily previously worked with Seneca County and is doing well.

Public Comment:

Barb Lechner of Granville, Ohio addressed the board.

Program Spotlight: Outdoor EH Director Scott Morris provided the board with an overview of the Fulcrum STS Mapping that the Sewage Treatment Program has been utilizing since the beginning of the year. The system allows for the inspectors to upload and keep an active report of sewage inspections including pictures and a digital report of the installation and permit process.

Hearing and Variances:

- a. FSO/RFE Emergency Closure Resolution 2023-72 was presented to the board. This resolution provides authority to the Health Commissioner, Director of Environmental Health and Environmental Health Specialists to close a food service operation or retail food establishment in an emergency situation. The resolution has been reviewed and approved by the Prosecutor's Office. Dr. Scarpitti motion to approve, second by John Wetmore. Motion passed.



Community and Personal Health Report: Director of Community and Personal Health Kari Kennedy provided a written report to the board and advised that she will be taking the flu vaccine administration numbers off of her report as the vaccine distribution for the given year had ended until the new vaccine is released later this fall. Kari is also going to condense the report for COVID Vaccine administration as the distribution has dwindled as well. Kari advised that she held a meeting this afternoon for the Cribs for Kids Program and discussed providing cribs during the vaccine clinic, as we anticipated we were missing some families that do not utilize WIC. This evening, Angela Patton reviewed the clinic schedule and determined who was eligible and was able to distribute four car seats and three cribs. Dr. Scarpitti inquired about the thresholds in the Communicable Disease reports and Chad explain that Adam Masters, Planning and Preparedness Manager, reviews the data and establishes the threshold based on three years of specific disease data. The report shows an increase in a lot of GI-related cases and Dr. Scarpitti inquired about what is being done. Dr. Scarpitti also inquired about Syphilis cases rising and indicated that it is increasing nationally; Chad believes that we will be required to start educating and reporting some of this information based off of discussions at the federal level to cut funding for disease intervention specialists, which may require us to conduct this program. Kathy Wyatt provided kudos to Kari Kennedy for increasing the number of HPV vaccines administered. Mary Billy inquired about doctor's offices referring individuals to us for the new COVID vaccine and Kari indicated that it is a commercial vaccine that should roll out this fall, but the demand has dropped off and the cost of the vaccine is \$121.81 per dose, regardless of the manufacturer. The previous vaccine being administered was a federal asset that was paid for by the federal government. Kari advised that the GI diseases that Dr. Scarpitti inquired about do not have a connection and many of them are attributed to out-of-country travel. Chad advised that we have a Legionnaires Disease case, and the individual wants their house tested, but we are not equipped to do so and have asked for assistance from ODH.

Environmental Health Report: Outdoor Environmental Director Scott Morris presented a written report to the board and advised the board that we had our first positive West Nile Virus pool of mosquitos, which was on Buckeye Avenue in Newark. The past two weeks the pool has tested positive, and we are testing those mosquitos in-house. Completing this testing in-house permits a one business day turnaround versus sending a sample to ODH, which would take several weeks to confirm. Scott advised that ODH reached out to him to inquire about testing water wells in the Jacksontown area for PFAS but has not heard of any specific dates for testing. Eagle Wings Academy was tested several years back, and indicated that there were trace levels, which may be why there is interest in testing that area.

Indoor Environmental Health and Quality Director Greg Chumney provided a written report to the board but was absent from the meeting. Health Commissioner Brown advised that we will be reviewing our food safety enforcement policy to ensure we are properly enforcing the food code. John Wetmore inquired about food trucks coming into



the county and Chad explained that we are inspecting most of them at events, but we cannot see them all, and they are supposed to be licensed in their home county. Chad advised that next year, we will see a lot of people come into the county for the total eclipse and the state reserved money to accommodate those issues in the state budget.

Maternal and Child Health Report: Maternal and Child Health Director Todd Kirkpatrick provided a written report to the board and advised that he wanted to share survey results and explained that we (LCHD) are moving a lot of surveys from Survey Monkey and into Microsoft Forms. Some surveys do not have good data, but it allows for various programs to provide feedback to the state. In addition, it does allow them to educate families on what types of items are an allowable substitute. Todd advised that they had a Breastfeeding Listening session for a state strategic plan related to breastfeeding. The state sent incentives for the session; we had seven women come and the session lasted two hours, with a lot of important feedback shared. Todd has been contacted by ODH regarding the new WIC system. Additionally, he was contacted by the ODH to allow a rep to attend one of our clinics to better understand the need for a new system. The state director is getting several local directors together to discuss the process of the system later this month. John Wetmore inquired about the current system and Todd explained they have had it for five years or so, and they are hopeful that another system is pursued, as the current was created in house, and several other states are utilizing an off-the-shelf product that is far better than what they currently have.

Health Promotion Report: Interim Health Promotion Director Brianna Perkins provided a written report to the board and advised that they applied for a mini grant through Project DAWN for hygiene kits and additional naloxone kits; we were awarded \$2,500 but are awaiting payment to order the supplies. The Drug Overdose Prevention Report had a few updates including the overdose reversal numbers, and it was determined that we were reporting the number of doses used, not the number of reversals completed. In addition, the naloxone distribution by distribution sites were being counted as their own entity, but we were also reflecting those in the LCHD report. Emily, the new Health Educator, is working in the IH Grant and is reviewing this data and plans to provide updates and changes as necessary. Dr. Scarpitti inquired about hygiene kits and Bri advised that we could determine what is in them and advised it will likely be toothpaste, mini deodorants, etc. Dr. Scarpitti inquired about the Carbon Dioxide that was referenced as a cause for overdose last month and Bri advised that it was a metabolite and removed from the report. Kathy Wyatt inquired about what Barb Lechner from public comment was referring to in Xylazine test strips and Dr. Scarpitti inquired about the status of those and Fentanyl test strips. Chad advised that Fentanyl test strips are legal, but Xylazine test strips are not and we are still trying to garner feedback locally. Mary Billy advised that Channel 6 out of Columbus currently has a community question posted about providing paraphernalia to individuals who use drugs, and the poll is currently at 96% not in favor of this distribution.



Administrative Services Report: Director of Administrative Services Anna Wollenburg provided a written report to the board and advised that the audit has reached completion. She reviewed the verbal comment pertaining to the miscoding of a mini grant and the percentage of the budget that it was in relation to. In addition, Anna advised that between the filing of the financial reports and the completion of the audit, a subsequent event occurred for the refund of the COVID Vaccination Grant, which was a note to the original report. The board provided collaborative feedback about the questionnaire they received and asked that it be made simpler in the future. Anna advised that she pass that along and asked if the board would like an Exit Conference for the audit, accompanied by the five-day waiting period. Carole Wachtel motioned to waive the conference and waiting period, second by Dr. Scarpitti. Motion passed.

In addition, Anna advised the quarterly grant reports were just finished, so payments from those reports were starting to trickle in. From a Building and Maintenance standpoint, there was nothing new to report from the written report. In relation to IT, Anna explained that a contract was being presented to the board for Vertical Communications to support our phone system, as we currently do not have support for the software. This contract utilizes the same phones but will update the platform and how the software is hosted. This will be a three-year agreement that is likely to be less in the future without the implementation.

Health Commissioner Report: Health Commissioner Chad Brown provided a written report to the board and advised that we will be purchasing vehicles in the coming weeks. We will be purchasing a Ford Transit Sprinter van, and we are working with Dush to wrap the vehicle. We are also purchasing two Escapes. The two we currently own run well but they continue to have issues with catalytic converter thefts, and Coughlin was able to beat state contract pricing on two new ones. Chad advised there are new TVs mounted in various lobbies to have a scrolling feed of our services, including naloxone distribution, as provided by the Prescription Drug Overdose grant. On Thursday, Barnham sign will be placing logos in various rooms, and we plan to have the mission, vision, and values posted in various rooms as well. Chad advised that staff have requested to volunteer in the community, and we have eight individuals interested in volunteering with Big Brothers Big Sisters during their lunch periods, without using the employee's lunch period or accrued time. We are also working with "A Kid Again," to help stuff boxes for them for various events. Kelli Hopkins also volunteered to lead an effort to organize a United Way Week of Caring Team. We are still waiting for approval for the purchase of a mobile clinic. This funding will also provide for floor replacement in the ADA entry way for ease of clinic access. Chad reviewed the strategic plan from Kane Learning, which outlined six priorities. He believes we can shrink the priorities down, as some were redundant. Chad has asked the board to approve the Mission, Vision, and Values, and we will be able to review the Strategic Plan as a leadership team for presentation and approval in the coming months. John Wetmore motioned to approve the Mission, Vision, and Values, second by Mary Billy. Motion passed.



Financial Reports and Bills:

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

The June 2023 LCHD Bills were presented and discussed. Mary Billy inquired about payments to Fujitec and Kane Learning. Anna Wollenburg advised Fujitec services our elevator and Kane Learning facilitated the Strategic Planning and would be facilitating leadership training over the next few months as well. Mary Billy presented a motion to approve, second by Carole Wachtel. All members voted yea; motion passed.

Resolution 2023-62 was presented to the board for the appropriation of funds into the 6003-000-5312 Contract Service Line for the purpose of fulfilling the contract with Vertical Communications Mitel phone service agreement. A motion to approve was presented by Dr. Scarpitti, second by Kathy Wyatt. Motion passed.

Contract Agreements:

Resolution 2023-63 was presented to the board to enter into a contract with Newark City Schools which would enable LCHD to provide school nursing services for Blessed Sacrament.

Resolution 2023-64 was presented to the board to enter into a contract with Newark City Schools which would enable LCHD to provide school nursing services for St. Francis. A motion to approve was presented by Dr Scarpitti to approve 2023-63 and 2023-64 as a group, second by Carole Wachtel. Motion passed.

Resolution 2023-65 was presented to the board to enter into a contract with Vertical Communications which would enable the LCHD Mitel Phone System to be upgraded to the appropriate platform and enable system maintenance and servicing. A motion to approve was presented by Dr. Scarpitti, second by Kathy Wyatt. Motion passed.

Resolution 2023-66 was presented to the board to enter into a contract with the Village of Hebron which would enable LCHD to implement the objectives of the Creating Healthy Communities Grant. A motion to approve was presented by Mary Billy, second by Carole Wachtel. Motion passed.

Resolution 2023-67 was presented to the board to enter into a contract with COTS which would enable LCHD to implement the County Level Healthcare Coalition. A motion to approve was presented by Dr. Scarpitti, second by Mary Billy. Motion passed.

Resolution 2023-68 was presented to the board to enter into a contract with Affordable Portables for an emergency pumping per the WPCLF program at 776 Gayth Avenue, Heath.



Resolution 2023-69 was presented to the board to enter into a contract with Chandler Septic and Services which would enable LCHD to apply the WPCLF Program at 1549 Sunnyside Drive, Newark.

Resolution 2023-70 was presented to the board to enter into a contract with Chandler Septic and Services which would enable LCHD to apply the WPCLF Program at 2287 Montgomery Road, Newark.

Resolution 2023-71 was presented to the board to enter into a contract with Big Al's Septic Service which would enable LCHD to apply the WPCLF Program at 15568 Brownsville Road, Brownsville. A motion to approve 2023-68, 69, 70, and 71 as a group was presented by Dr. Scarpitti, second by John Wetmore. Motion passed.

Executive Session: A motion was made by Dr. Scarpitti, 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 7:02 PM.

The board returned from Executive Session at 7:27 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.

Strategic Plan:

Personnel:

- An Out of State Travel Request was presented to the board for Todd Kirkpatrick to attend the Fall National WIC Conference. A motion to approve was presented by Dr. Scarpitti, second by Kathy Wyatt. Motion approved.
- Authorization to hire a Public Health Specialist if the Enhanced Operations Funding award is presented. 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 August 15, 2023.

The July 18, 2023, Licking County Board of Health was adjourned at 7:33 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

