



## Board of Health

## Minutes

August 15, 2023

**Call to Order** – The August 15, 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, Rich Kozlowski, Carole Wachtel, Shelly Ellis, and Kathy Wyatt.

Those not in attendance were Ed Smith and Chicky Dyer.

The Pledge of Allegiance was recited.

**Adoption of the Agenda:** Dr. Scarpitti made a motion to approve the amended meeting agenda, Carole Wachtel second. All members voted yea. Chad Brown introduced new member, Richard Kozlowski, to the board.

**Approval of Minutes:** The July 18, 2023 minutes were presented and discussed. A motion to approve was presented by Dr. Scarpitti, John Wetmore second. Motion passed. Larry Friesel, Shelly Ellis, and Rich Kozlowski abstained.

**Public Comment:** Barb Lechner of Granville, Ohio addressed the board.

**Hearings and Variances:** None

**Community and Personal Health Report:** Director of Community and Personal Health Kari Kennedy provided a written report to the board and advised that the multi-drug resistant TB case will be ending active treatment this coming Monday, while we will continue to monitor the patient periodically. Kari also provided cards to the board which outlined QR Codes that individuals can scan to learn about car seats and safe sleep and explained that we are distributing them to our community partners. The idea for the cards stemmed from feedback received during our Child Fatality Review meeting, as many of these agencies visit homes or see people who have a need for these items. Mary Billy inquired about WIC clients qualifying, and Kari explained other risk factors could come into play which may prohibit the WIC clients from being eligible. Dr. Scarpitti inquired about the Shigella case in the Communicable Disease report. Kari advised the case was in a one-year-old with no recent out-of-state travel, but the family did attend multiple fourth of July celebrations with food prepared by others. The Campylobacter case had a lot of recent travel. Dr. Scarpitti inquired about the rise in Syphilis cases and if the information had been distributed to local doctors. Chad explained the cases are handled by Columbus Public Health, and we have not seen an increase this year, but we will continue to monitor and contact Columbus Public. Dr. Scarpitti also inquired about concerns regarding information from the CDC about the increase of adverse effects from the COVID Vaccine and the risk associated with administration. Chad explained that LCHD provided the Emergency Use Authorization for the vaccine from



the FDA to every individual that received the vaccine at one of our clinics. Neisha Grubaugh inquired about data about adverse vaccine affects among the 18 to 39-year-old age range. Chad advised we have not been made aware of any adverse effects at this point. We do have the vaccine available but have seen the demand drop off. Board member Rich Kozlowski advised he is beginning to see more cases presented of individuals having been coerced into receiving the vaccine and receiving injury as a result, who are then filing suit. Chad advised we would follow up with the prosecutor and our insurance carrier to ask about concerns or increased liability with this data, and that LCHD did not mandate or coerce any individuals to receive the vaccine. Kathy Wyatt inquired about the RSV vaccine and Kari explained the cost of the vaccine is very high and many insurance companies do not cover the vaccine. Historically Nationwide Children's Hospital has been the only provider to administer the vaccine, and many of the social workers would spend ample amounts of time getting them approved.

**Environmental Health Report:** Outdoor Environmental Director Scott Morris presented a written report to the board and advised that we had another West Nile Virus positive pool on July 27<sup>th</sup> and immediately sprayed the area that evening. The Ramp Reader tested positive, and we were able to treat the area by the time ODH confirmed the test result. Beyond his written report, he spoke to ODH earlier today about the PFAS results in Jacksontown. ODH has identified 90 residential homes in the area that they would like to test and see if the water tests positive for the substance. Sampling should begin in September. At this time, no remediation is being offered and the only possible solution would be to connect the homes to a Public Water system should the results be positive for the chemical. Data collected that identifies an issue would help build a case for funding to become available for those residents. Carole Wachtel inquired about Shoreham Drive being available for funding and Chad explained that would only be for public sewer which can be applied for through the Water Pollution Control Loan Fund and that separate funding is available for water. Neisha Grubaugh inquired about Delco supplying water to Hartford and Scott advised he attended a meeting earlier this month. Neisha inquired if residents were concerned about development, but Scott advised that most residents were concerned about cost and advised the main purpose would be for the fairgrounds and the village to connect to the system. Dr. Scarpitti provided accolades to Scott on passing the State of Ohio Pesticide Applicator License exam. Dr. Scarpitti also inquired about disposal of the pesticide and larvicide and Chad explained the chemicals were very old and were inherited from the Newark City Health Department. Rich Kozlowski inquired about a program that would notify beekeepers about spraying areas. Chad explained that we put out a public notice prior to spraying, beekeepers typically contact us, and we place them in a no spray area.

Indoor Environmental Health and Quality Director Greg Chumney provided a written report to the board and advised that we have some staffing changes, and he is working on scheduling interviews for the two vacancies. In addition, Greg advised that the inspection at Coffee Shack Coffee Roasters was conducted last week, and Greg was present at the inspection. No droppings were found during the inspection. We have a re-





check in September and October and Greg feels confident that the issue has been abated. Carole Wachtel inquired about Mariposa and Greg advised this pest issue was a carryover issue from Barrel and Boar and we were working with them to rectify the issue. Dr. Scarpitti provided accolades to Greg for being selected to present at a conference.

**Maternal and Child Health Report:** Maternal and Child Health Director Todd Kirkpatrick provided a written report to the board and advised the Hartford Fair was a huge hit for Early Head Start program. We had 15 families attend. He provided kudos to the Hartford Fair for paying for the passes for them to attend the fair. LEADS visited today but did not have a chance to discuss replacing families that have kids going to school to bring us back to full caseload. Todd advised WIC is now in Pataskala a third day each month. We have been visiting this location since February of 2019 and our caseload there has increased about 25. He also advised the church we partner with has been great. Todd advised that he will also be presenting at the conference he is attending in Portland, OR next month.

**Health Promotion Report:** Interim Health Promotion Director Brianna Perkins provided a written report to the board and advised that we received the Notice of Award for the Falls Among older Adults grant today. The grant will run from October 1 of this year through September 30, 2024. This is new funding that we have not had in the past, which will allow us to work in homes and with EMS and businesses to help prevent falls for older residents. Dr. Scarpitti inquired about the hygiene kits and what is included in them, and Bri described the list, which includes basic bathing necessities along with COVID test kits. We will be distributing them at Overdose Awareness Day and will distribute the remainder to the Warming Centers. Chad advised he and Bri met earlier this afternoon and Bri and her staff are going to work to improve the DOP report that is presented to the board each month.

**Administrative Services Report:** Director of Administrative Services Anna Wollenburg provided a written report to the board and advised the work being conducted with All Weather Systems took about one day to complete. The building has a total of five flat roofs, and we will work to replace the other problem areas next year. Some areas with flat roofs, primarily on the Western half of the building, may have leak issues resolved with slate work that will be done later this year. In addition, Anna advised that the Directors and Internal Safety Team met yesterday to discuss the camera project that had been reviewed in the past. A root cause analysis revealed we were pursuing the project because we thought funding was available, but it was denied at the time. Rather than replacing the whole system, we are going to work with a tiered approach to expand the server for some expansion now, but also expansion in the future. This automatically eliminated Spectrum from the running as the solution they presented was a lease, and a little more expensive over time than the approach we desired, so new quotes are being obtained for this revision. Due to the hornet nests around the building, and water intrusion into the building, we will be entertaining quotes to remove the crab apple trees,



while trimming the maple, and placing another one on the eastern half of the building for some symmetry. Anna shared that the audit is complete, and we received advice that it does not have to be presented to the board once the Exit Conference is waived. There was some additional discussion about the Cost Allocation Plan sheet that was presented as it outlines the amount of money the CAP is allowing LCHD to capture beyond what the ODH indirect rate would allow for. The figures shown capture about half of our grants, so we should see the cost increase, especially once we make revisions to capture more overhead in January. Chad provided compliment to Anna's team and Kate Waldrop's work in building the tracking mechanism for the plan.

**Health Commissioner Report:** Health Commissioner Chad Brown provided a written report to the board and advised that he continues to be involved with the One Ohio Opioid Settlement Group and the process is moving slowly. The regional group wanted to release an application for funding, but that group must wait for the state to approve certain aspects first. Chad advised there is now a TV in the lobby which runs messages about the department and various services, and we will have tablets placed for forms to be submitted for various services as well. Chad advised leadership met yesterday to review our Continuity of Operations Plan, which made us explore what we would do in the event of the building not being inhabitable. We will continue meeting and will have specific plans in place and stored on jump drives and will work through that scenario with staff at the October Professional Development Day. Chad advised that the mobile unit was approved in the Enhanced Operations grant, but we also have about \$23,000 in the expense that was denied. We have been going through the process of appealing that decision from ODH. Regardless of the outcome, we will be replacing the ADA door as well as the flooring leading up to the elevator. Chad advised we did receive additional funding through OHIZ, and we will provide passthrough funding to Transit for their fixed route. Transportation was identified as an issue as part of the OHIZ Survey conducted last year. This funding is estimated at a little under \$30,000. We also plan to fund our Uber Health program, which has taken off and has also helped individuals who need to travel to medical appointments. Lastly, Chad advised we will be meeting as a Director Group to condense the Strategic Plan and present it to the board in September. Shelly Ellis advised that she is very excited about the mobile unit and was curious about other counties who had a mobile offering. Chad explained that some counties were awarded at the same time as us. Athens was provided one and Ashland County has not yet received theirs. We plan to communicate with the other funded counties to build the program and partner with additional community agencies to develop a deployment plan that works.

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

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





The July 2023 LCHD Bills were presented and discussed. Mary Billy inquired about what eMocha was and Chad explained that it is a service that allows us to monitor TB patients taking their medications. Additionally, Dr. Scarpitti inquired about DirecTec and Huntington National Bank, and Chad explained that Huntington is our primary credit card now due to limit restrictions on the PNB Visa. The \$6,000 charge last month was for MentiMeter, which is being used across the department and advised that DirecTec is our IT company. Carole Wachtel presented a motion to approve, Kathy Wyatt second. All members voted yea; motion passed.

Resolution 2023-73 was presented to the board for an appropriation in the Swimming Pool Fund for State Remittance. A motion to approve was presented by Carole Wachtel, John Wetmore second. Motion approved.

Resolution 2023-74 was presented to the board for an appropriation in the General Fund Equipment Line (6003-000-530). A motion to approve was presented by Larry Friesel, Dr. Scarpitti second. Motion passed.

Resolution 2023-75 was presented to the board for an appropriation in the General Fund Contract Service line (6003-000-5312). A motion to approve was presented to Mary Billy, Carole Wachtel second. Motion approved.

Resolution 2023-76 was presented to the board for an appropriation in the General Fund Grant Contract Service Line (6003-000-5894). A motion to approve was presented by Shelly Ellis, Kathy Wyatt second. Motion approved.

Resolution 2023-77 was presented to the board for an appropriation in the General Fund Grant Supply Line (6003-000-5808). A motion to approve was presented by Carole Wachtel, Mary Billy second. Motion approved.

Resolution 2023-78 was presented to the board for an appropriation in the General Fund Medical Supplies Line (6003-000-5447). A motion to approve was presented by Shelly Ellis, John Wetmore second. Motion approved.

Resolution 2023-79 was presented to the board for an appropriation of funds in the Sewage Fund Contract Service Line (6000-000-5312) for the H2Ohio Program. A motion to approve was presented by Dr. Scarpitti, Kathy Wyatt second. Motion passed.

Resolution 2023-80 was presented to the board for reimbursement to the General Fund from the Solid Waste Fund for the Solid Waste Grant. A motion to approve was presented by Mary Billy, Dr. Scarpitti second. Motion passed.

A Bidding Policy Revision was presented to the board as the last adopted policy was in 2016. The present policy requires anything over \$150,000 to be put out for a formal sealed bid. Per the Prosecutor's advice, we are requesting to increase the limit related





to implementing a formal bidding process from \$150,000 to \$250,000. Chad explained all contracts are reviewed with the board before they are signed, and the Board will have the ability to deny a contract should they feel it is unnecessary. Dr. Scarpitti motioned to approve the revised Bidding Policy, Carole Wachtel second. Motion approved.

**Contract Agreements:**

Resolution 2023-81 was presented to the board to enter into a contract with Mental Health America of Licking County, which would enable LCHD to fulfill requirements of the Tobacco Grant. A motion to approve was presented by Carole Wachtel, Kathy Wyatt second. Motion approved.

Resolution 2023-82 was presented to the board to enter into a contract with Licking County Landscape, which would allow LCHD to have snow removal services during the 2023-2024 winter season. A motion to approve was presented by Mary Billy, Dr. Scarpitti second. Motion passed.

Resolution 2023-83 was presented to the board to enter into a contract with Public Entity Pools of Ohio, which would allow LCHD to renew our liability insurance and coverage. A motion to approve was presented by Larry Friesel, Carole Wachtel second. Motion passed.

Resolution 2023-84 was presented to the board to enter into a contract with SD InSite, which would enable LCHD to utilize new software for time and effort reporting. Chad asked to table the agreement as the Prosecutor's Office had some concerns with the contract. A motion to table the agreement until the next meeting was presented by Dr. Scarpitti, Shelly Ellis second. Motion to table approved.

Resolution 2023-85 was presented to the board to enter into a contract with Spectrum for internet services and point-to-point connection with the Pataskala Office. A motion to approve was presented by Dr Scarpitti, Mary Billy second. Motion passed.

Resolution 2023-86 was presented to the board to enter into a contract with Mobile Concept Specialty Vehicles, which would allow for LCHD to purchase a mobile unit as provided by the Enhanced Operations Grant. A motion to approve was presented by Shelly Ellis, Carole Wachtel second. Motion passed.

Resolution 2023-87 was presented to the board to enter into a contract with Knox County Public Health for the purpose of the Cribs for Kids Grant.

Resolution 2023-88 was presented to the board to enter into a contract with Zanesville-Muskingum County Health Department for the purpose of the Cribs for Kids Grant.



Resolution 2023-89 was presented to the board to enter into a contract with Coshocton County Family and Children First Council for the purpose of the Cribs for Kids Grant.

A motion to approve was presented to approve 2023-87, 2023-88, and 2023-89 as a group by Kathy Wyatt, Carole Wachtel second. Motion approved.

Resolution 2023-90 was presented to the board to enter into an agreement with the Granville Inn for the purpose of providing a meeting space for the Strategic Planning Retreat. A motion to approve was presented by Rich Kozlowski, John Wetmore second. Motion approved.

Resolution 2023-91 was presented to the board to enter into an agreement with the Granville Inn for the purpose of providing the October ServSafe Classes. A motion to approve was presented by Dr. Scarpitti, Larry Friesel second. Motion approved.

Resolution 2023-92 was presented to the board to enter into an agreement with Kane Learning for the purpose of providing Equity Training to LCHD staff, Directors, and the CHIC as well as creating an online module for the onboarding of new staff. A motion to approve was presented by Kathy Wyatt, second by Larry Friesel. The board discussed the importance of reviewing the content of the materials and Rich Kozlowski advised this training is essential in providing the appropriate training to staff in relation to how they conduct themselves with patients and members of the public and relieves some liability in staff knowing what is appropriate. 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
Mr. Rich Kozlowski	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 7:43 PM on a motion by Dr. Scarpitti, Mary Billy second, with the roll call vote above reflecting the entrance and exit of the session.





No action was taken as a result of the session.

**Personnel:**

- a. An authorization for the acceptance of resignations for Brian Dixon, Plumbing Inspector, and Rachael Belford, Registered Environmental Health Specialist, was received. A motion to accept was presented by Dr. Scarpitti, John Wetmore second. Motion passed.
- b. An authorization to hire a Chief Plumbing Inspector, Plumbing Inspector, Registered Environmental Health Specialist/EH Specialist in Training, and a Health Educator were presented to the board. A motion to approve was presented by Dr. Scarpitti, Carole Wachtel second. Motion passed.
- c. An authorization for Out of State Travel was presented for Greg Chumney to attend the Open Forum for QI in Public Health in Indianapolis, Indiana from September 27-29 was presented. A motion to approve was made by Dr. Scarpitti, second by Shelly Ellis. Motion passed.

**Board member comments:**

None.

The next scheduled meeting of the Licking County Board of Health will be held at 5:30 PM on September 19, 2023.

The August 15, 2023 Licking County Board of Health was adjourned at 7:44 PM on a motion by Dr. Scarpitti, second by Mary Billy. Meeting adjourned.

Approved:

A blue ink signature of Neisha Grubaugh, written over a horizontal line.

Neisha Grubaugh, Board of Health President

A blue ink signature of Chad Brown, written over a horizontal line.

Chad Brown, Health Commissioner

A blue ink signature of Anna Wollenburg, written over a horizontal line.

Anna Wollenburg, Administrative Director