

**NEWARK**

(740)-349-6535
675 Price Rd.
Newark, OH 43055

PATASKALA

(740) 755-4520
621 W. Broad St.
Pataskala, OH 43062

www.lickingcohealth.org

Board of Health**Minutes****January 21, 2025**

Call to Order – The January 21, 2025, board meeting was held with in-person attendance. President Neisha Grubaugh called the meeting to order at 5:31PM.

Members in attendance were Neisha Grubaugh, Ed Smith, Dr. Scarpitti, Mary Billy, John Wetmore, Larry Friesel, Shelly Ellis, Kathy Wyatt, Rich Kozlowski, and Kim Wilhelm.

Those not in attendance were Carole Wachtel.

The Pledge of Allegiance was recited.

Adoption of the Agenda: Dr. Scarpitti made a motion to approve the meeting agenda, Mary Billy seconded. All members voted yea.

Approval of Minutes: The December 17, 2024, minutes were presented and discussed. A motion to approve was presented by Mary Billy, seconded by Kathy Wyatt. John Wetmore and Dr. Scarpitti abstained. Motion passed.

Hearings and Variances:

- **376 Merritt Rd SW, Pataskala - HSTS Distance** – HSTS Separation Distance. Based on site conditions staff recommended approval. Dr. Scarpitti motioned to approve, seconded by Larry Friesel. Motion approved.
- **52 Third St. SE, Newark - HSTS Distance** – HSTS Separation Distance. Based on site conditions staff recommended approval. John Wetmore motioned to approve, seconded by Kathy Wyatt. Motion approved.

Community and Personal Health Report: Director of Community and Personal Health, Kari Jones, was absent but provided a written report to the board. Chad contributed on behalf of Kari that there are currently 107 families registered for the Community Baby Shower being held on February 27 at the local YMCA. These families include 121 children and 203 adults.

The health department will begin hosting the Licking County School Nurses Coalition. This group will meet 3 times a year. The goal is to increase communication between school nurses and the health department.

**NEWARK**

(740)-349-6535

675 Price Rd.
Newark, OH 43055**PATASKALA**

(740) 755-4520

621 W. Broad St.
Pataskala, OH 43062www.lickingcohealth.org

Outdoor Environmental Health Report: Outdoor Environmental Health Director, Scott Morris, provided a written report to the board. Scott added that he included the yearly Sewage Contractor Survey results in his report. He is very pleased with the result of the survey and shows the customer service provided by the outdoor staff and the EH clerks.

The Cooper Rd property has decreased the number of campers down to 4 which means they no longer need a campground license. However, the application for a variance to use their existing septic tank for temporary holding has not been paid for or completed. The prosecutor's office has been notified that they are still out of compliance.

Indoor Environmental Health Report: Indoor Environmental Health Director, Traven Wood, provided a written report to the board. Traven pointed out that in 2024, 136 people attended the ServSafe Manager Course and 275 people attended the PIC Course. That is an increase of 31 people for ServSafe compared to 2023 and 105 people for the PIC Course compared to 2023. He credits this to getting out into different areas of the county to make it easier for people to attend the classes.

Maternal and Child Health Report: Maternal and Child Health Director, Todd Kirkpatrick, was absent but provided a written report to the board.

Health Promotion Report: Interim Health Promotion Manager, Kierstin Jay, provided a written report. Kierstin added that even though the Car Seat Program seen 3 transitions of those working in the program, the numbers were still close to what they were in 2023.

Uber ride requests were at 2,256 for 2024 with 1,934 rides being given. There are a few factors that contribute to rides not being completed. The most common is a request is put into the system multiple times.

Administrative Services Report: Director of Fiscal Services, Taunja Dudgeon, provided a written report. Everything has been submitted for the 2024 audit. We are just waiting to find out what information needs pulled.

Health Commissioner Report: Health Commissioner, Chad Brown, provided a written report to the board. Chad added that there was a leak in the roof of the North Wing. Chuck Lasure, Facilities Manager, is working on it, but we will have to wait for it to warm up before a permanent fix can be made.

LCHD is looking to partner with the West Licking Fire Department to a pilot a Naloxone Leave Behind program. If Naloxone is left with a patient following an emergency run, that patient would be referred to a navigator with the health department to help them find resources to help with their current situation.

**NEWARK**

(740)-349-6535
675 Price Rd.
Newark, OH 43055

PATASKALA

(740) 755-4520
621 W. Broad St.
Pataskala, OH 43062

www.lickingcohealth.org

LCHD is applying for the Integrated Harm Reduction Grant offered by ODH. One activity for the grant would be to purchase a Naloxone vending machine. The machine would offer Naloxone kits and possibly hygiene kits as well. The items in the machine would be free.

The Licking County District Advisory Council will meet at the health department on March 14, 2025, to address one expiring board term. Dr. Scarpitti's term is expiring.

A tabletop exercise will be held that will highlight a flashflood situation in the county. FEMA will be running this exercise. Chad Brown, Adam Masters, and Chris Courtney will be attending.

Question was asked as to whether we received anything regarding the incident in Pataskala involving the death of a resident due to an attack by a pig and we have not.

Financial Reports and Bills:

The financial reports were presented to the board and discussed. The December 2024 LCHD Financial Reports were approved on a motion by Shelly Ellis, Mary Billy seconded. All members voted yea; motion passed.

The December 2024 LCHD Bills were presented and discussed. Kathy Wyatt presented a motion to approve, Ed Smith seconded. All members voted yea; motion passed.

Resolution 2025-001 was presented to the board to appropriate funds in the WIC Fund. A motion to approve was presented by Shelly Ellis, Dr. Scarpitti seconded. Motion passed.

Contract Agreements:

Resolution 2025-002 was presented to the board to enter into an agreement with ComDoc to perform data migration to update servers. A motion to approve was presented by Dr. Scarpitti, Larry Friesel seconded. Motion passed.

Resolution 2025-003 was presented to the board to enter into an agreement with ComDoc to install managed endpoint detection and response (MEDR) cybersecurity software on the LCHD network. A motion to approve was presented by Dr. Scarpitti, Larry Friesel seconded. Motion passed.

Resolution 2025-004 was presented to the board to enter into an agreement with OARnet to install VMware ELA licenses on the LCHD network. A motion to approve was presented by Mary Billy, Kathy Wyatt seconded. Motion passed.

**NEWARK**

(740)-349-6535
675 Price Rd.
Newark, OH 43055

PATASKALA

(740) 755-4520
621 W. Broad St.
Pataskala, OH 43062

www.lickingcohealth.org

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, or compensation of a public employee. A roll call vote was conducted to enter the session, with all members voting yea.

The board entered Executive Session at 6:34 PM.

The board returned from Executive Session at 7:13 PM on a motion by Dr. Scarpitti, John Wetmore seconded, with the roll call vote and all members voting yea.

No action was taken as a result of the Executive Session.

Personnel:

- a. An authorization for the acceptance of resignation of Kate Waldrop, Grant Coordinator, was received. A motion to accept was presented by Larry Friesel, Kathy Wyatt seconded. Motion passed.
- b. An authorization to hire 2 EH interns, 2 Fiscal Specialists, and 1 Fiscal Coordinator was presented to the board. A motion to approve was presented by Dr. Scarpitti, Kathy Wyatt seconded. Motion passed.
- c. An authorization to approve the updated Board of Health By-Laws was presented to the board. A motion to approve was presented by Dr. Scarpitti, Larry Friesel seconded. Motion passed.

Board Member Comments:

- Kim Wilhelm, who was appointed to the Licking County Board of Health by Mayor Johns as the City of Heath representative in January, provided information regarding her background.

The next Licking County Board of Health meeting will be held on Tuesday, February 11, 2025, at 5:30PM. This is a week earlier than normal, and the updated meeting date will be advertised.

The January 21, 2025 Licking County Board of Health was adjourned at 7:20 PM on a motion by Dr. Scarpitti, seconded by Larry Friesel. Meeting adjourned.



NEWARK

(740)-349-6535
675 Price Rd.
Newark, OH 43055

PATASKALA

(740) 755-4520
621 W. Broad St.
Pataskala, OH 43062

www.lickingcohealth.org

Approved:

Neisha Grubaugh, Board of Health President

Chad Brown, Health Commissioner

Tiffany Murphy, Executive Assistant