

Board of Health

Minutes

March 18, 2025

Call to Order – The March 18, 2025 board meeting was held with in-person attendance. President Neisha Grubaugh called the meeting to order at 5:30 PM.

Members in attendance were Neisha Grubaugh, John Wetmore, Ed Smith, Dr. Scarpitti, Mary Billy, Larry Friesel, Carole Wachtel, Kathy Wyatt, and Kim Wilhelm.

Members absent were Shelly Ellis and Rich Kozlowski.

The Pledge of Allegiance was recited.

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

Approval of Minutes: The February 11, 2025, minutes were presented and discussed. A motion to approve was presented by Dr. Scarpitti, seconded by John Wetmore. Motion passed.

Recognition: Chad Brown recognized Dr. Scarpitti who will be starting his 40th year on the Licking County Board of Health.

Introduction of New Staff: Health Commissioner Chad Brown, introduced McKenna Broyles, Fiscal Clerk, Cindy Paul, Pataskala Clerk, and Emmalene Rupp, Health Educator to the board.

Board Reorganization:

President – Board President Neisha Grubaugh handed the meeting over to Chad Brown, Health Commissioner. Larry Friesel nominated Neisha Grubaugh to serve as president. Mary Billy seconded the nomination. No other nominations were made. Carole Wachtel moved to close nominations and Larry Friesel seconded. Nominations were closed. All members voted yea, re-appointing Neisha Grubaugh as President.

President Pro-Tempore – The meeting was turned back over to Neisha Grubaugh who opened the floor for nominations for President Pro-Tempore. Dr. Scarpitti nominated John Wetmore to serve as President Pro-Tempore. Carole Wachtel seconded the nomination. No other nominations were made. Carole Wachtel moved to close nominations and Larry Friesel seconded. Nominations were closed. All members voted yea, re-appointing John Wetmore as President Pro-Tempore.

Hearings and Variances:

- **Fee Increases** - A proposal was made to increase fees for Food Plan Reviews, Septic Re-inspections, Lot Splits, Mosquito Spraying and Semi-Public Sewage Treatment Abandonments. Dr. Scarpitti made a motion to approve the fee increases as an emergency measure, seconded by Carole Wachtel. Motion approved.
- **9821 Cooper Rd., Johnstown, HSTS Holding Tank** – Staff recommended approval. Dr. Scarpitti made a motion to approve the variance with the condition that an approved sewage treatment system be installed on the property by June 30, 2025. Mary Billy seconded. Motion approved.

Community and Personal Health Report: Director of Community and Personal Health, Kari Jones, provided a written report to the board. Kari added that the 2 pertussis cases for February were not related. The 1 TB case that was active in the county will no longer be on our case load as the patient is returning to their home country. The Child Fatality Review Summary showed a drop in SIDS cases from 6 in 2023 to 2 in 2024.

Environmental Health Report: Outdoor Environmental Health Director, Scott Morris, provided a written report to the board. Scott added that the health department has hired 2 mosquito interns for the summer. Environmental Health has been invited back to the Licking County Soil and Water Conservation District's Backyard Conservation Day event in May.

Indoor Environmental Health Director, Traven Wood, provided a written report to the board. Traven added that all food inspections were completed by the March 1 deadline. There are still approximately 20 license renewals pending payment. Last week Traven, along with Zoe Tyler, began the inspections of facilities selling Electronic Nicotine Dispensing Systems (ENDS) per the ordinance passed by Heath City. This ordinance does not target tobacco products.

Maternal and Child Health Report: Maternal and Child Health Director, Todd Kirkpatrick, provided a written report to the board. He stated appointments are back to a 3-week wait time and they will begin sending the reminder texts the morning of a client's appointment. These are appointments for clients who are already enrolled in WIC, have missed an appointment and been rescheduled or those who have just heard about WIC and want to get signed up.

Health Promotion Report: Health Promotion Director, Brianna Perkins, provided a written report to the board. Bri commended Kierstin for a job well done while she was on maternity leave and is pleased that she will continue to work with Bri as Health Ed Manager. Thanks to the hard work by Jean Moore, Health Educator, the department was awarded addition funding of \$27,000 from the Ohio Traffic Safety Office for the Drive to Succeed Program. We have also been awarded \$64,000 through the Integrated Harm Reduction Grant for April 1, 2025, through September 29, 2025. The board inquired about Fentanyl test strips at the department. Chad stated the distribution of the strips is legal, but we currently do not pass them out. The strips are available free of charge because we are a Project DAWN site. Before the decision is made on whether to begin distributing test strips, Dr. Scarpitti made a motion that additional information be gathered to explore the feasibility of Fentanyl test strips being distributed by the health department. Kathy Wyatt seconded the motion. Motion carried. Chad Brown and Bri Perkins will work on gathering the necessary information.

Administrative Services Report: Director of Fiscal Services, Taunja Dudgeon, provided a written report to the board. Taunja added that the restructuring of the Fiscal Services Department is going well. The staff is doing an outstanding job. Kane Learning created some fliers to promote the Pataskala location. The new clerk in Pataskala also lives in the community and will work on distributing the fliers around the area to raise awareness of the office. Security measures are being added to the Pataskala office. A panic button and a door chime are being added, as well as bullet proof film for the window between the lobby and the office.

Health Commissioner Report: Health Commissioner, Chad Brown, provided a written report to the board. Chad stated that Governor DeWine has introduced the executive branch version of the state budget. The House is working on changes to the budget and more information should be available soon. The District Advisory Council met on Friday, March 14, 2025. Dr. Scarpitti was unanimously elected to another 5-year term on the Board of Health. All the hardware has been replaced for the IT upgrade. Unfortunately, this has caused some more phone issues within the building. Xerox is actively working to remedy those issues. The roof of the north wing will be replaced soon. That is the last piece of the roof that needs repaired. Our 2nd annual Hoppin' for Health Easter Egg Hunt will be held on April 12, 2025, 11:00 am – 1:00 pm. Dr. Scarpitti questioned whether WIC was addressed in the state budget. It was not, as it is a federally funded program. The expectation is that it will be flat funded again. Chad discussed a possible increase in license and permit fees for food, private water service, household sewage treatment systems, and semi-public sewage treatment systems. Some of these fees have not been changed in many years and the increases will help cover our costs for these programs. Public hearings will take place before these fees can be voted into effect.

Financial Reports and Bills:

The financial reports were presented to the board and discussed. The February 2025 LCHD Financial Reports were approved on a motion by Carole Wachtel, Kathy Wyatt seconded. All members voted yea; motion passed.

The February 2025 LCHD Bills were presented and discussed. Carole Wachtel presented a motion to approve, Mary Billy seconded. All members voted yea; motion passed.

Resolution 2025-07 was presented to the board to appropriate funds in the General Fund to the Grant Contract Services Line Item. A motion to approve was presented by Dr. Scarpitti, Larry Friesel seconded. Motion passed.

2026 Operating Budget:

Chad Brown reviewed the proposed 2026 Operating Budget.

Dr. Scarpitti made a motion to adopt the 2026 Operating Budget. Mary Billy seconded. Motion passed.

Contract Agreements:

Resolution 2025-08 was presented to the board to enter into an agreement between the Licking County Health Department and Dr. Charles Marty to continue to serve as the department's Medical Director. A motion to approve was presented by Dr. Scarpitti, Carole Wachtel seconded. Mary Billy abstained. Motion passed.

Resolution 2025-09 was presented to the board to enter into an agreement between the Licking County Health Department and Mental Health and Recovery for Licking and Knox Counties.

A motion to approve was presented by Kathy Wyatt, Larry Friesel seconded. Mary Billy abstained. Motion passed.

Resolution 2025-10 was presented to the board to enter into an agreement between the Licking County Health Department and ZZXTeriors for roof repairs. A motion to approve was presented by Dr. Scarpitti, Carole Wachtel seconded. Motion passed.

Resolution 2025-11 was presented to the board to enter into an agreement between the Licking County Health Department and the Licking County Sheriff's Office. A motion to approve was presented by Dr. Scarpitti, John Wetmore seconded. Motion passed.

Resolution 2025-12 was presented to the board to enter into an agreement between the Licking County Health Department (LCHD) and the Ohio EPA to allow LCHD to implement the Water Pollution Control Fund Program. A motion to approve was

presented by Kathy Wyatt, Carole Wachtel seconded. Motion passed.

Resolution 2025-13 was presented to the board to enter into an agreement between the Licking County Health Department and the Hospital Council of Northwest Ohio. A motion to approve was presented by Ed Smith, Carole Wachtel seconded. Motion passed

Executive Session: A motion was made by Dr. Scarpitti and seconded by Ed Smith to enter into 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 into Executive Session at 7:28 PM.

The board returned from Executive Session at 7:48 PM on a motion by Dr. Scarpitti, Larry Friesel 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 Andy Mackler, Health Educator, Elisa Thomas, BCCP Clerk, and Donna Weyrich, EH Clerk was received. A motion to accept, with regret, was presented by Dr. Scarpitti, Carole Wachtel seconded. Motion passed.
- b. An authorization to hire 1 Health Educator, 1 BCCP Clerk, and 1 EH Clerk was received. A motion to approve was presented by Dr. Scarpitti, John Wetmore seconded. Motion passed.
- c. Out of State Travel Authorization – Kierstin Jay, Health Educator, Age in Action Conference, Washington, DC from May 28-30, 2025. A motion to approve was presented by Carole Wachtel, Kathy Wyatt seconded. Motion passed.
- d. Out of State Travel Authorization – Todd Kirkpatrick to attend the NWA Conference in Las Vegas from April 22-25, 2025. A motion to approve was presented by Dr. Scarpitti, Carole Wachtel seconded. Motion passed.
- e. Out of State Travel Authorization – Angela Patton and Stephanie Bennett to attend the Safe Sleep Conference in Wichita, KS from May 28-31, 2025. A motion to approve was presented by Mary Billy, Kathy Wyatt seconded. Motion passed.

Board Member Comments:

Kathy Wyatt commented that she worked at the immunization information table

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during the Community Baby Shower and was pleased that most people took information related to immunizing their children.

The March 18, 2025 Licking County Board of Health was adjourned at 7:54 PM on a motion by Dr. Scarpitti, seconded by Kim Wilhelm. Meeting adjourned.

Approved:

Neisha Grubaugh, Board of Health President

Chad Brown, Health Commissioner

Tiffany Murphy, Executive Assistant